



PLAN COMMISSION MEETING MINUTES

March 20th, 2024 at 1:00 PM

Village Hall, Ebe Auditorium

8811 Campus Drive, Mount Pleasant, WI 53406

Staff Present: Community Development Director Sam Schultz, Planner II Robin Palm, Parks and Recreation Manager George Baumgardt and Community Development Intern Emily Wagner.

A. CALL TO ORDER

Chairperson Driver called the meeting to order at 1:04 PM.

B. ROLL CALL

Director Schultz performed roll call. Chairperson Driver, Trustee Bhatia, Commissioner Maier, Trustee Washburn, Commissioner Bozinovski and Commissioner Risler were present. Commissioner VanBeckum was excused.

C. MEETING MINUTES

1. Meeting of February 21st, 2024

- a. Motion by Commissioner Maier to approve the minutes of February 21st, 2024 with recommended corrections. Motion seconded by Trustee Washburn. Trustee Bhatia abstained. On voice vote, motion carried.

D. OLD BUSINESS

None.

E. NEW BUSINESS

1. Ordinance 03-2024: USH 41 S Zoning Map Amendment; ZMA-24-1

2. USH 41 S Conditional Use; CU-24-1

Director Schultz discussed how the applicant applied on behalf of the owner to amend the zoning map for the property from C-3 to C-4 to accommodate a 22,500 square foot building containing commercial vehicle repair/maintenance and truck stop uses. The village requires a conditional use for alterations of the parking space layout requirements to accommodate on-site large vehicle and semitractor truck and trailer parking per § 90-420.100(l). The village staff recommends that the Plan Commission **moves to recommend approval of Ordinance 03-2024: USH 41 S Zoning Map Amendment; ZMA-24-1 and USH 41 S Conditional Use; CU-24-1 subject to the recommended conditions.** Motion by Commissioner Maier to approve *Ordinance 03-2024: USH 41 S Zoning Map Amendment; ZMA-24-1 and USH 41 S Conditional Use; CU-24-1*. Motion seconded by Commissioner Risler. On voice vote, the motion carried.

3. 7111 Washington Avenue Certified Survey Map; CSM-24-1

Director Schultz detailed how The applicant applied to create two parcels at the corner of Washington Avenue (STH 20) and Oakes Road. The village staff recommends that the Plan Commission **move to table the 7111 Washington Avenue Certified Survey Map; CSM-24-1 subject to a zoning text amendment allowing 0-foot lot line setbacks within the C-3 district or a successful zoning variance allowing the same for the subject property.** Motion by Trustee Washburn to table the 7111 Washington Avenue Certified Survey Map; CSM-24-1. Motion seconded by Commissioner Maier. On voice vote, the motion carried.

4. 3351 Chicory Road Site Plan Review; SP-24-5

Director Schultz discussed how Roger Schregardus, Morph Designs, LLC, applied for site plan review on behalf of Evergreen Academy. They wish to construct a third and final phase of Evergreen Academy, which includes a wing for the middle school, a cafeteria, and a full gymnasium. The plans also include a revised drop-off area and an expanded rear parking area. The Village staff recommends that the Plan Commission ***moves to approve the 3351 Chicory Road Site Plan Review SP-24-5***. Motion by Trustee Washburn to approve 3351 Chicory Road Site Plan Review; SP-24-5. Motion seconded by Trustee Bhatia. On voice vote, the motion carried.

5. 8626 Gittings Road Final Plat; FSP-24-1

Director Schultz detailed how the applicant applied to plat 10 new lots within the Settlement at Hoods Creek subdivision. The plat includes a new cul-de-sac named Kiehlbauch Court and an extension of Hoods Creek Path. The applicant designed the existing stormwater ponds within the subdivision's Addition 3 to serve Addition 4. The village staff recommend the Plan Commission ***moves to approve the Settlement at Hoods Creek Addition 4 Final Plat; FSP-24-1 subject to the recommended conditions***. Motion by Trustee Washburn to approve 8626 Gittings Road Final Plat; FSP-24-1. Motion seconded by Commissioner Maier. On voice vote, the motion carried.

STAFF REPORTS

1. Quarterly Planning Report, Robin Palm Planner II

Planner II Robin Palm discussed various components of the Quarterly Planning Report. He detailed information relating to municipal complaints both active and completed over the last three months as well as both active and completed planning permits. Overall, the number of municipal complaints had decreased in the past quarter and planning permits remain stable in numbers. Robin also detailed how the planning department processes both municipal complaints and planning permits.

2. Quarterly Parks and Recreation Update, George Baumgardt, Parks and Recreation Manager

Parks and Recreation Manager George Baumgardt discussed upcoming permits that have been processed over the last quarter as well as the status of various parks rentals. So far, permits and rental requests have increased so far this year. Program registration has begun for the summer, with subsequent increases as well. G. Baumgardt also discussed various parks events that have occurred over the last quarter, attendee turnouts, and social media postings relating to these events. Structural improvements and trail improvements in preparation for spring were also discussed along with staff replacements.

ADJOURN

Motion by Trustee Bhatia to adjourn the meeting at 2:24 pm. Trustee Washburn seconded the motion. On a voice vote, motion carried.