



Meeting:	Plan Commission
Place:	1293 Washington Ave, Cedarburg
Date/Time:	December 21, 2016 / 7:00PM
Web Page:	www.town.cedarburg.wi.us
Posted:	December 16, 2016

Chairman	Dave Valentine	Town Administrator	Tim Rhode
Plan Commissioner	Rick Goeckner	Town Attorney	Brad Hoeft
Plan Commissioner	Ralph Luedtke	Director of Public Works	Adam Monticelli
Plan Commissioner	Dan Wundrock	Assistant Administrator/Clerk	Eric Ryer
Plan Commissioner	Wayne Pipkorn	Town Treasurer	Charles Pretty
Plan Commissioner	Mark Wittenberg	Deputy Town Clerk	Bonnie Erickson
Plan Commissioner	Edward Downey	Recreation Coordinator	Paul Jungbauer

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. MINUTES OF PREVIOUS MEETINGS

- a. Approval of October 19, 2016 Plan Commission Meeting Minutes*

3. PUBLIC HEARING

- a. Public hearing to take comment on a conditional use permit application by Doug & Sue Schnell to construct a 1,134 square foot outbuilding within 500 feet of a residential district on the property located at 2225 Ivy Lane [**SW ¼ of Section 5, 35 acres, zoned A-1 Agricultural and C-1 Conservancy**]

4. OLD BUSINESS

- a. None

5. NEW BUSINESS

- a. Discussion and possible recommendation on a on a conditional use permit application by Doug & Sue Schnell to construct a 1,134 square foot outbuilding within 500 feet of a residential district on the property located at 2225 Ivy Lane [**SW ¼ of Section 5, 35 acres, zoned A-1 Agricultural and C-1 Conservancy**]*

6. ADJOURNMENT

*At the Plan Commission’s discretion, the Commission may take comment from the public

Note: A quorum of Town Board of Supervisors may be present at this meeting for the purpose of gathering information and possible discussion on items listed on this agenda. However, unless otherwise noted in this agenda, no official action by the Town Board will be taken at this meeting.

**TOWN OF CEDARBURG
PLAN COMMISSION MEETING MINUTES
October 19, 2016**

Present: David Valentine, Dan Wundrock, Ralph Luedtke, Wayne Pipkorn, Mark Wittenberg
Excused: Rick Goeckner, Edward Downey
Also Present: Tim Rhode, Town Administrator, Brad Hoeft, Town Attorney, Eric Ryer, Asst.
Administrator/Clerk

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairman Valentine called the regular meeting to order at 7:00 pm. The meeting began with the Pledge of Allegiance. Chairman Valentine also welcomed Mark Wittenberg to the Plan Commission.

2. MINUTES OF PREVIOUS MEETING:

a. Approval of September 21, 2016 Plan Commission Meeting Minutes*

Commissioner Pipkorn moved and Commissioner Luedtke seconded a motion to approve the minutes from September 21, 2016. The motion passed unanimously.

3. PUBLIC HEARING

a. Public hearing to take comment on an application by Eco-Site, Inc. (Agent Joe Coyle of Pyramid Network Services, LLC) to construct a 120 foot tall telecommunications monopole located at 4628 Cedar Creek Road [Owner: Scott & Patricia Akerlund, zoned A-1 Agricultural, 19.11 acres, SE ¼ Section 11]

Attorney Hoeft explained the applicant has requested additional time, and that the Plan Commission not consider the application tonight. Chairman Valentine noted items 3a and 4a would not be considered at tonight's meeting.

4. OLD BUSINESS

a. Discussion and possible recommendation on an application by Eco-Site, Inc. (Agent Joe Coyle of Pyramid Network Services, LLC) to construct a 120 foot tall telecommunications monopole located at 4628 Cedar Creek Road [Owner: Scott & Patricia Akerlund, zoned A-1 Agricultural, 19.11 acres, SE ¼ Section 11]*

See item 3a.

b. Discussion and possible recommendation on a conditional use permit application by Will Mrotek to operate a full-service automotive repair and maintenance business, retail sale of pre-owned vehicles, towing and storage of vehicles, auto body work, and retail sale of parts located at 1220 Washington Avenue [Owner: Byers Cedarburg Properties LLC, zoned M-2 Planned Industrial and Mixed Use, 3.368 acres, NW ¼ Section 22]*

Chairman Valentine noted the application is once again before the Plan Commission because the Mr. Mrotek is asking permission to address stormwater with a swale system instead of a pond as recommended to the Town Board by the Plan Commission at their August 17th meeting. Director of Public Works Monticelli recommended the south access point off of Washington Avenue be eliminated for safety reasons or be made a one-way "in" only due to the width of the access. Mr. Mrotek was alright with eliminating the access point for safety reasons. Chairman Valentine preferred to eliminate the Washington Ave. access point due to traffic flows at busy times of the day. Commissioner Wundrock concurred.

Following discussion, Commissioner Pipkorn moved the Plan Commission recommend the Board approve the conditional use permit using the swale system for stormwater control and eliminating the

access point off of Washington Avenue. Commissioner Luedtke seconded, and the motion passed unanimously.

5. NEW BUSINESS

a. Discussion and possible recommendation on an architectural and site plan review application by David Rintelman to construct a 4,950 square foot outbuilding on a 16.71 acre property zoned E-1 Estate Residential located at 1507 Granville Road [NE ¼ of Section 18]*

David Rintelman would like to construct a 4,950 square foot steel outbuilding on his property located at 1507 Granville Road. The building would consist of one long span measuring 99' x 50'. An accessory structure of this size is allowed on the 16.71 acre lot, as there is no limit on the size of accessory buildings on E-1 properties. However, Section 320-29 of the Code explains that new buildings greater than 2,000 square feet are required to go before the Plan Commission and Town Board for architectural and site plan review.

Chairman Valentine noted that Mr. Rintelman has E-1 Estate zoning, and could not use the building for business purposes. Mr. Rintelman noted the building would be used for storage of personal property, and he understood he could not use the building for business purposes.

Following discussion, Commissioner Pipkorn moved the Plan Commission recommend the Board approve the architectural and site plan review application by David Rintelman to construct a 4,950 square foot outbuilding on a 16.71 acre property zoned E-1 Estate Residential located at 1507 Granville Road. Commissioner Wundrock seconded, and the motion passed unanimously.

b. Discussion and possible direction regarding a land division concept plan for the property located at 7308 Pleasant Valley Road [Owner: Gray Barn LLC, 8.29 acres, SW ¼ Section 3]*

Following his successful rezone approval from CR-B to E-1 Estate, James Read has submitted a land division concept plan application for his 8.29 acre property located at 7308 Pleasant Valley Road.

Chairman Valentine noted that as parcels become smaller and smaller over time in the Town, options for lot shape will need to become more inventive. Mr. Read explained he has a potential buyer for the lot, and that he worked to create lot shape options for the Commission to consider that met the minimum lot size, preserved the recorded open space, and allow for a buildable new lot. Asst. Administrator/Clerk Ryer noted that from a planning perspective, "option A" made the most sense as the option worked to provide the most useable space and shape and steer away from a "flag lot" layout.

Following discussion, the direction of the Plan Commission was to have Mr. Read move forward with developing a land division application based upon "option A".

6. ADJOURNMENT

Commissioner Pipkorn moved to adjourn the meeting. Commissioner Wundrock seconded, the motion carried unanimously and the meeting was adjourned at 7:22 p.m.

Respectfully Submitted,

Eric Ryer
Assistant Administrator/Clerk