

**TOWN OF CEDARBURG
PLAN COMMISSION MEETING MINUTES
April 19, 2017**

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

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.

2. MINUTES OF PREVIOUS MEETING:

a. Approval of March 15, 2017 Plan Commission Meeting Minutes*

Commissioner Pipkorn moved and Commissioner Luedtke seconded a motion to approve the minutes from March 15, 2017. The motion passed unanimously.

3. PUBLIC HEARING

a. Public hearing to take comment on a conditional use permit application by Matt Burrow (Catalyst Construction) to construct 350 self-storage units on lot #2 of the Certified Survey Map approved by the Town Board on March 1, 2017 for the property located at 8611 STH 60 [Owner: Lynnwood Properties, LLC, NW ¼ Sec. 21, 10.941 acres, zoned M-2 Planned Industrial and Mixed Use District]

Following Board approval of the minor land division and rezone of 8611 STH 60 on March 1st, Catalyst Construction submitted a conditional use permit application to construct approximately 350 self-storage units. The units would be located on Lot #2 of the certified survey map, which is the northeast 10.941 acres.

With no comment from the public, Commissioner Pipkorn moved to close the public hearing. Commissioner Wittenberg seconded, and the motion passed unanimously.

b. Public hearing to take comment on a conditional use permit application by Laura Mortag to operate a daycare center for a maximum of 45 children for the property located at 7955 STH 60 [Owner: 5 Corners Development LLC, zoned B-3 Business, 2.54 acres, NE ¼ Section 21]

Town resident Laura Mortag has submitted a text amendment application that would add “daycare” as a conditional use to the B-3 Business District. Currently, the only place the Town Code speaks to allowing child care is in Sec. 320-110, which allows for, “State-licensed family child care centers up to eight children” as a permitted use in all residential districts and in the E-1, A-1 and A-2 Districts through issuance of a certificate of compliance. Adult daycare is allowed in the same zoning districts with a conditional use permit. Laura Mortag is proposing this amendment to the Zoning Code because she would like to open a daycare for up to 45 students in the former BMO Harris Bank at the west end of the 5 Corners Lifestyle development. If the text amendment is approved, the daycare would then require a conditional use permit.

With no comment from the public, Commissioner Pipkorn moved to close the public hearing. Commissioner Wittenberg seconded, and the motion passed unanimously.

4. **OLD BUSINESS**

- a. None.

5. **NEW BUSINESS**

- a. **Discussion and possible recommendation on a conditional use permit application by Matt Burrow (Catalyst Construction) to construct 350 self-storage units on lot #2 of the Certified Survey Map approved by the Town Board on March 1, 2017 for the property located at 8611 STH 60 [Owner: Lynnwood Properties, LLC, NW ¼ Sec. 21, 10.941 acres, zoned M-2 Planned Industrial and Mixed Use District]***

This item continues from item #3a. Mike Schreiner (in the audience) noted there is other self-storage in the area and questioned the need for another self-storage facility. Matt Burrow of Catalyst Construction noted they did a market study and supported the need for the storage project. Mr. Burrow said they were looking at 350 units with staff during the day in the office. Each unit would have power, and the complex would be fenced. The typical unit would be 10' x 20', with some smaller and some larger.

Chairman Salvaggio asked if the buildings on the east side of the complex could be oriented north/south instead of east/west. Michael Frede noted the buildings were located more than 300 feet off of STH 60 at the Town's request. He pointed out an east/west layout for buildings helped in the winter with snow removal and drifting. Chairman Salvaggio pointed out the visibility of the site and structures, and that there would be little screening to the property until the adjacent retail property developed. Discussion continued regarding reorienting the east buildings to a north/south layout. The Commission also discussed the possible extension of sidewalks to the property in the future when the sports complex is complete. Minal Hahm of M Squared Engineering then explained the stormwater plan has been reviewed by Town staff and comment provided, and they are working on updating the plan.

The Commission did not have any preference to preserve any of the existing structures on the property. The Commission had no comments on the proposed signage. Chairman Salvaggio noted if the Town is providing a sports complex attracting kids to the area, the Town should provide safe access via sidewalk.

Following discussion, Commissioner Pipkorn moved the Plan Commission recommend the Town Board approve the conditional use permit application by Matt Burrow (Catalyst Construction) to construct 350 self-storage units on lot #2 of the Certified Survey Map approved by the Town Board on March 1, 2017 for the property located at 8611 STH 60, contingent on the stormwater plan being addressed. Commissioner Wittenberg seconded, and the motion passed unanimously. Administrator Rhode then asked for clarification on the orientation of the east buildings. The Commission debated reorienting the buildings versus no change, but adding landscaping to shield them. Matt Burrow preferred reorienting the buildings versus adding landscaping.

Following discussion, Commissioner Pipkorn moved to amend his motion that the Plan Commission recommend the Town Board approve the conditional use permit application by Matt Burrow (Catalyst Construction) to construct 350 self-storage units on lot #2 of the Certified Survey Map approved by the Town Board on March 1, 2017 for the property located at 8611 STH 60, contingent on the stormwater plan being addressed, and the applicant submitting a rendering of landscaping to shield the east buildings if they are left in the current orientation. Commissioner Wittenberg seconded, and the motion passed unanimously.

b. Discussion and possible recommendation on Ordinance 2017-3 to amend Chapter 320: Zoning to allow daycare as a conditional use in the B-3 Business district*

This item continues from items #3a and #5a. Following discussion, Commissioner Wittenberg moved the Plan Commission recommend the Town Board approve Ordinance 2017-3 to amend Chapter 320: Zoning to allow daycare as a conditional use in the B-3 Business district. Commissioner Pipkorn seconded, and the motion passed unanimously.

c. Discussion and possible recommendation on a conditional use permit application by Laura Mortag to operate a daycare center for a maximum of 45 children for the property located at 7955 STH 60 [Owner: 5 Corners Development LLC, zoned B-3 Business, 2.54 acres, NE ¼ Section 21]*

This item continues from items #3b and #5b. Following brief discussion, Commissioner Wundrock moved the Plan Commission recommend the Town Board approve conditional use permit application by Laura Mortag to operate a daycare center for a maximum of 45 children for the property located at 7955 STH 60. Commissioner Pipkorn seconded, and the motion passed unanimously.

6. ADJOURNMENT

Commissioner Wundrock then moved to adjourn the meeting. Commissioner Goeckner seconded, the motion carried unanimously and the meeting was adjourned at 7:47 p.m.

Respectfully Submitted,

Eric Ryer
Assistant Administrator/Clerk