#### NOTICE

A meeting of the City of Evansville Plan Commission will be held on the date and time stated below at City Hall, 31 South Madison Street, Evansville, Wisconsin 53536. Notice is further given that members of the City Council might be in attendance. Requests for persons with disabilities who need assistance to participate in this meeting should be made by calling City Hall: (608)-882-2266 with as much advanced notice as possible. Please silence cell phones and electronic devices during the meeting.

City of Evansville **Plan Commission**Regular Meeting
Tuesday, February 4, 2020, 6:00 p.m.
City Hall (Third Floor), 31 South Madison Street

#### **REVISED** AGENDA

- 1. Call to Order
- 2. Roll Call
- 3. Motion to Approve Agenda
- 4. Motion to waive the reading of the minutes from the January 7, 2019 Meeting and approve them as printed.
- 5. Civility Reminder
- 6. Citizen appearances other than agenda items listed
  - A. Possible Discussion of Comprehensive Plan Amendment and Rezone of 339 Franklin.
- 7. New Business
  - A. Public Hearing and Review of Conditional Use Permit Application CUP-2019-08 to operate a café per indoor commercial entertainment regulations on parcel 6-27-23 (Tax ID 222001020) located at 16 W Main Street.
    - i. Review Staff Report and Applicant Comments
    - ii. Public Hearing
    - iii. Plan Commissioner Questions and Comments
    - iv. Motion with Conditions
  - B. Public Hearing and Review of Land Division Application LD-2019-13 to merge parcels 6-27-559.5020 (Tax ID 22205405020) and parcel 6-27-533.5B (Tax ID222047015002) into one lot located at 637 Prairie View Drive.
    - v. Review Staff Report and Applicant Comments
    - vi. Public Hearing
    - vii. Plan Commissioner Questions and Comments
    - viii. Motion with Conditions
  - C. Public Hearing and Review of Land Division Application LD-2019-14 to merge parcels 6-27-559.5022 (Tax ID 22205405022) and parcel 6-27-533.5A (Tax ID222047015001) into one lot located at 649 Prairie View Drive.
    - ix. Review Staff Report and Applicant Comments
    - x. Public Hearing
    - xi. Plan Commissioner Questions and Comments
    - xii. Motion with Conditions

- D. Motion to approve the Site Plan Application SP-2020-01 for parcel 6-27-971.1A at 136 Walker Street to construct a solar array.
- 8. Next Meeting Date of Tuesday, March 3, 2020 at 6:00pm
- 9. Motion to Adjourn

-Mayor Bill Hurtley, Plan Commission Chair

These minutes are not official until approved by the City of Evansville Plan Commission.

# City of Evansville Plan Commission Regular Meeting January 7, 2020, 6:00 p.m. City Hall (Third Floor), 31 South Madison Street

#### **MINUTES**

- **1. Call to Order** at 6:01 pm.
- 2. Roll Call:

Members	Present/Absent	Others Present
Mayor Bill Hurtley	P	Community Development Director Jason Sergeant
Alderperson Rick Cole	P	Historic Preservation Comm. Chair, Dan Stephans
Alderperson Erika Stuart	P	
Bill Hammann	P	
John Gishnock	A	
Mike Scarmon	P	
Susan Becker	P	

- 3. Motion to approve the agenda, by Hammann, seconded by Cole. Approved unanimously.
- 4. <u>Motion to waive the reading of the minutes from the December 9, 2019 Meeting and approve them as printed by Hammann, seconded by Cole. Approved unanimously.</u>
- **5. Civility Reminder.** Hurtley noted the City's commitment to civil discourse.
- 6. Citizen appearances other than agenda items listed. None

#### 7. New Business

- **A. Historic Preservation Commission Annual Report.** Stephans shared the annual report, highlighting the investment of nearly \$300,000 in the district. Commission member asked how tax benefits work and about enforcing property maintenance standards on historic buildings. Stephans emphasized the commission wants to accommodate requests and reach a compromise with applicants. Enforcement is done by building inspector and may buildings still need improvements.
- **B. Discussion of upcoming subdivision proposal.** Commission discussed "Ranch View Estates" proposal and would like to see a E-W trail connection, more direct street connections to neighboring parcels, re-aligned intersections at porter road, more green spaces, mixed use, light commercial, a trail along east side of subdivision with a connection at lot 42/43, sidewalk connection N-S through long blocks, no wide garages and driveways for duplexes.
- **C. Discussion of upcoming mixed use building proposal14.** Commission would like to see balconies added for upper units, green space, and windows added to E and W elevations.
- **D.** Summary of upcoming land division and conditional use applications. Sergeant informed commission of upcoming conditional use permit for a café and two land divisions.

These minutes are not official until approved by the City of Evansville Plan Commission.

#### 8. Other Business.

- **A. Update on Middle School Construction.** Sergeant informed commission that a sign proposal includes a movable message area. R-1 doesn't permit signs, so the applicant will need to resubmit the site plan or use same size and shape of signage that old building had.
- **B.** Upcoming Municipal Code Revisions. Sergeant reviewed changes to R districts, including:
  - Allowing detached Accessory Dwelling Units
  - Requiring minimal landscaping
  - Requiring maximum lot coverage areas
  - Establishing a maximum driveway width at sidewalk and/or terrace of 20ft
  - Establish a maximum of front façade that can consist of garage frontage at 50%
  - Clarify maximum number of accessory structures (EG, one garage, one shed, two play structures)
  - Clarify driveway setbacks of 3 feet
  - Reduce setbacks for R-2 lots (only when abutting another R-2 lot)
  - Reduce minimum dwelling size
  - Encourage high quality materials, Encourage front porches and more than one story construction
  - Short term rentals (EG Air BnB)

Commissioners also suggested:

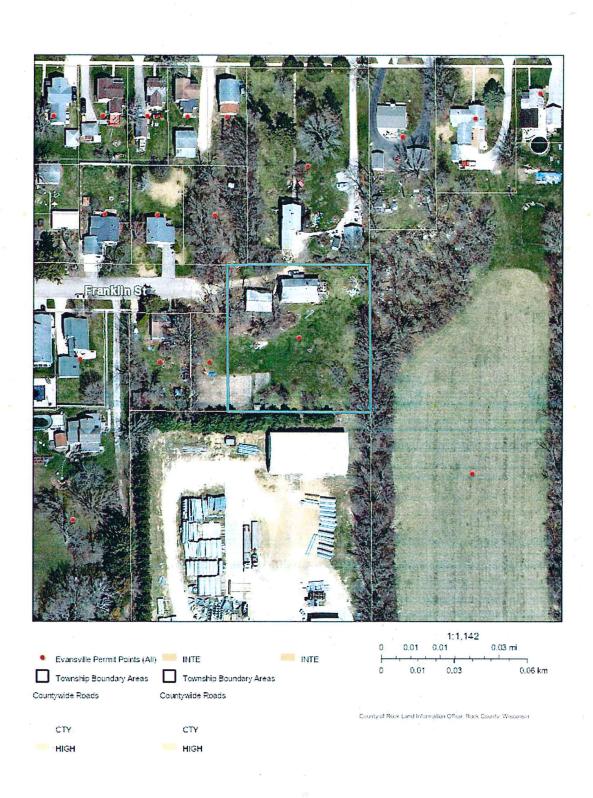
- Two street trees per lot, one always maintained.
- Look into landscape standards for residential
- Look into "ULDC" for exterior design
- 9. Education and News: None
- 10. Next Meeting Date of Tuesday, February 4, 2019 at 6:00pm
- 11. Motion to Adjourn by Hamman, seconded by Cole. Approved Unanimously.



#### Area of Interest (AOI) Information

Area: 38,216.27 ft2

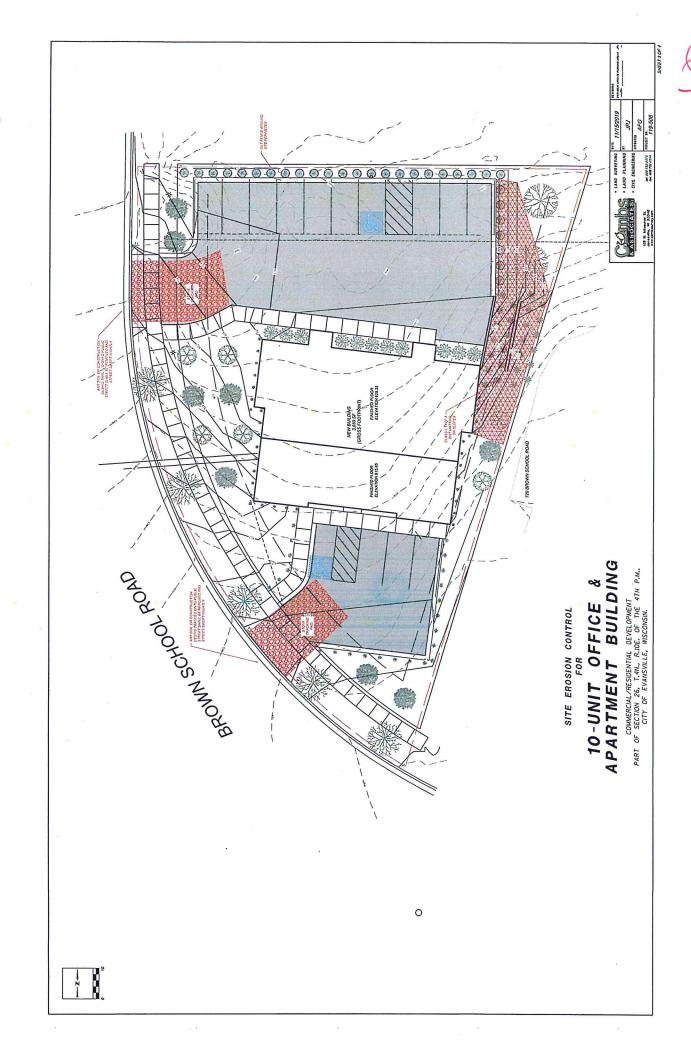
Feb 4 2020 16:20:22 Central Standard Time

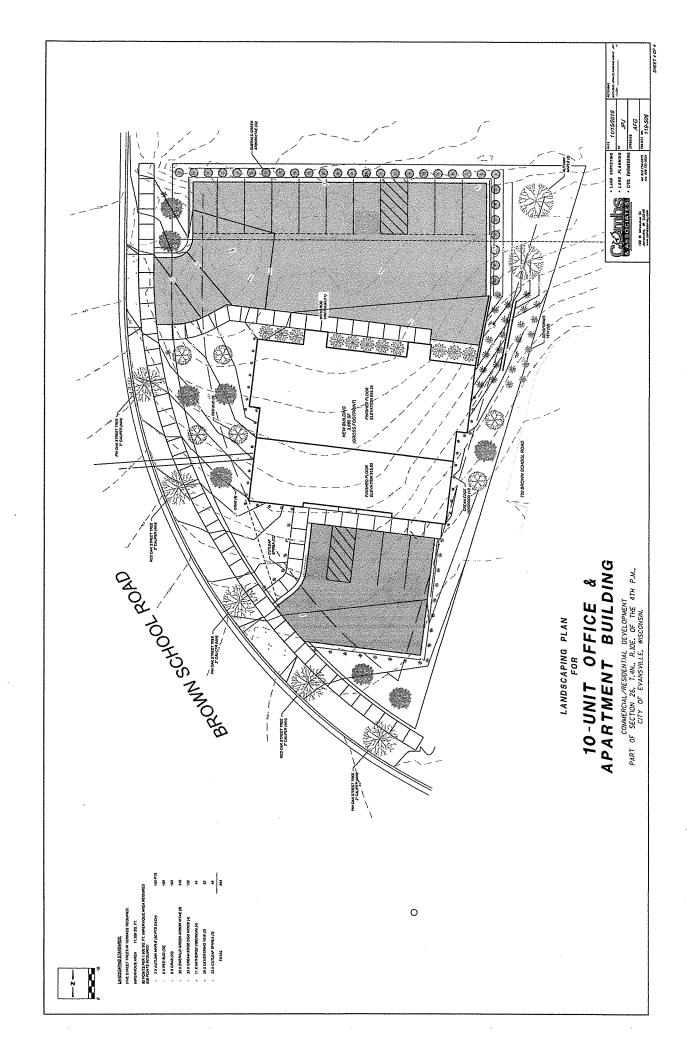


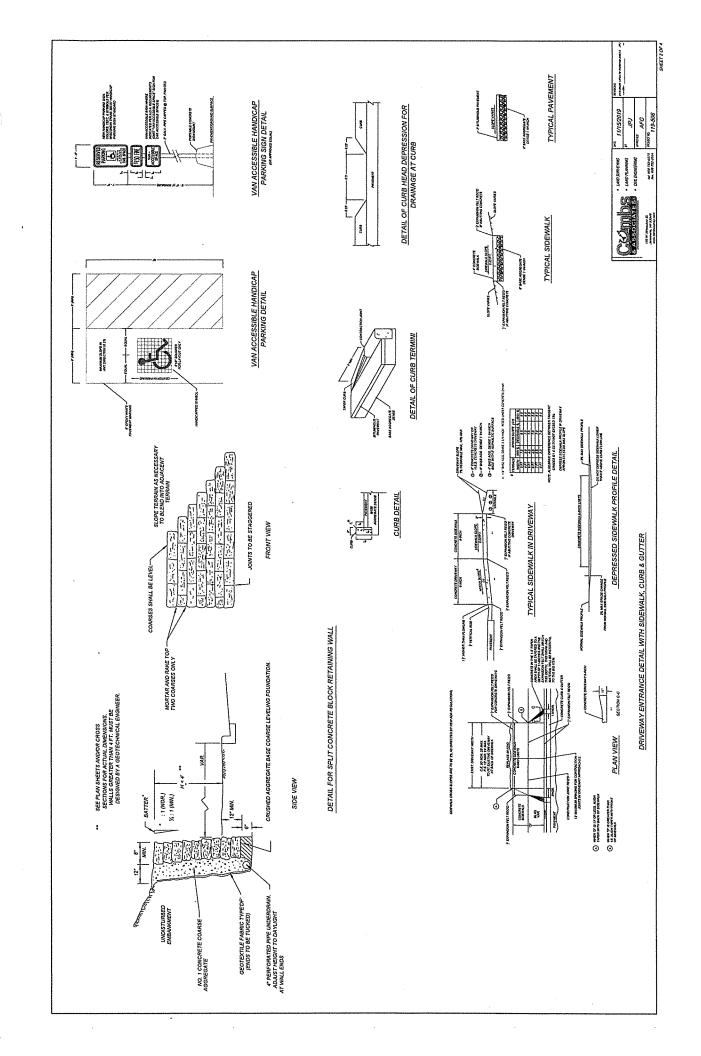
#	LP_STATE	LP_ZIP	LP_ZIP4	LP_ADDNUMPREF	LP_ADDNUM
1	WI	53536	No Data	No Data	339
#	LP_ADDNUMSUFF	LP_PREFIX	LP_STREETNAME	LP_STREETTYPE	LP_SUFFIX
1	No Data	No Data	FRANKLIN	ST	No Data
#	LP_LANDMARKNAME	LP_UNITTYPE	LP_UNITID	URL	Area(ft²)
1	No Data	No Data	No Data	http://www.co.rock.wi.us/ Rock/TaxSearch/parceld etails.php? taxid=Z222+059076	38,216.27

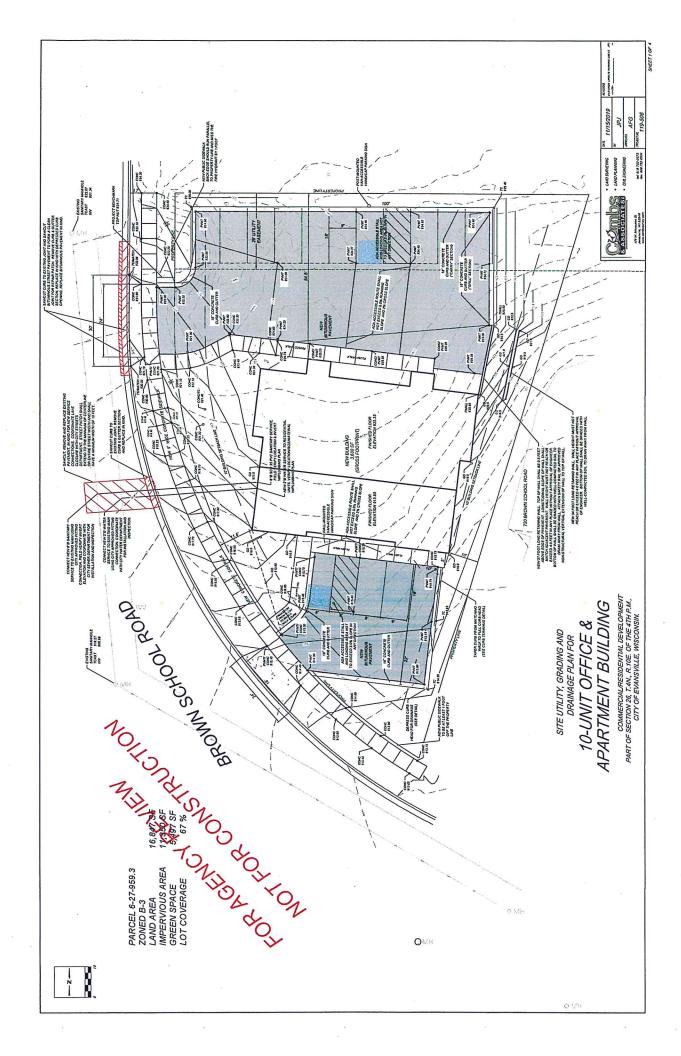
# City Zoning

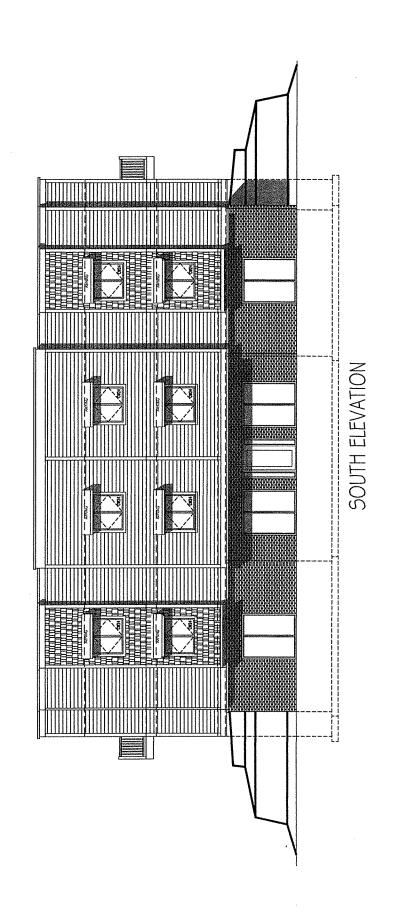
#	Zoning	Area(ft²)
1	A Agricultural District	38,216.27

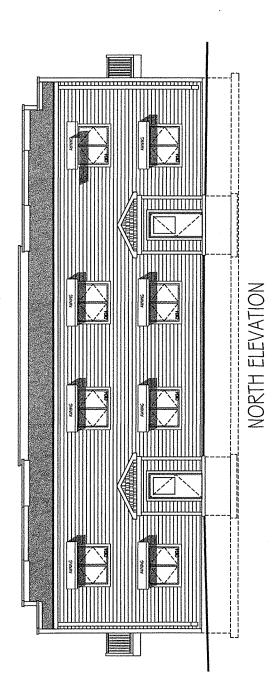


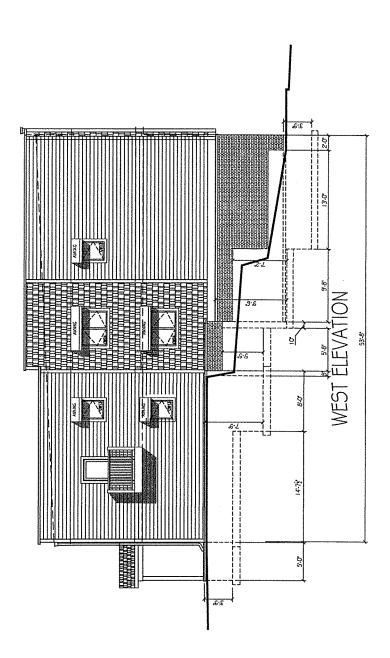


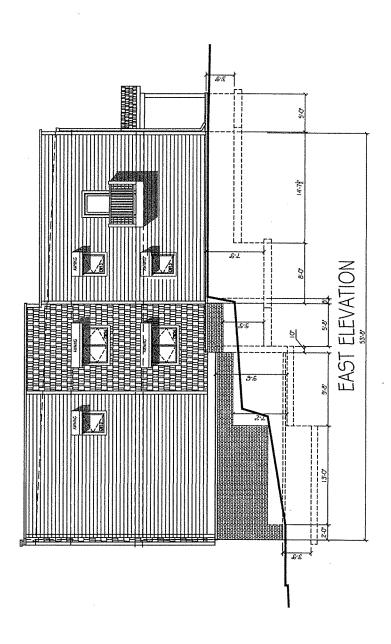


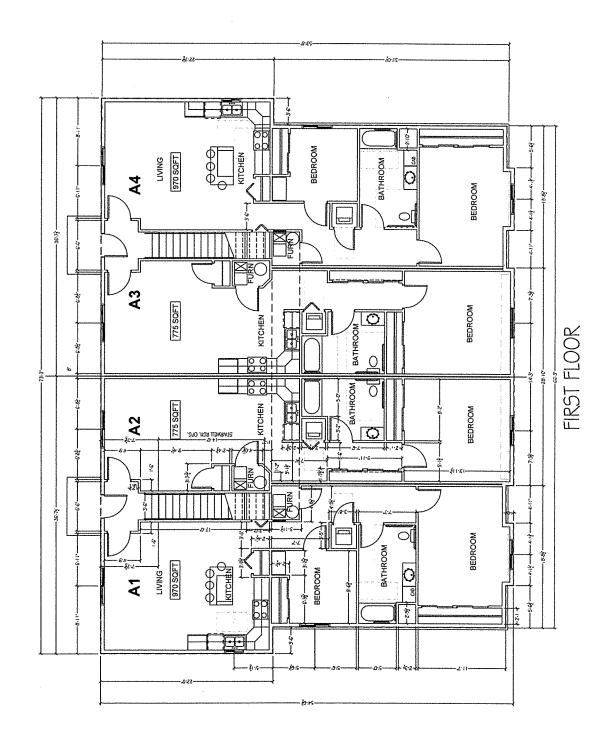


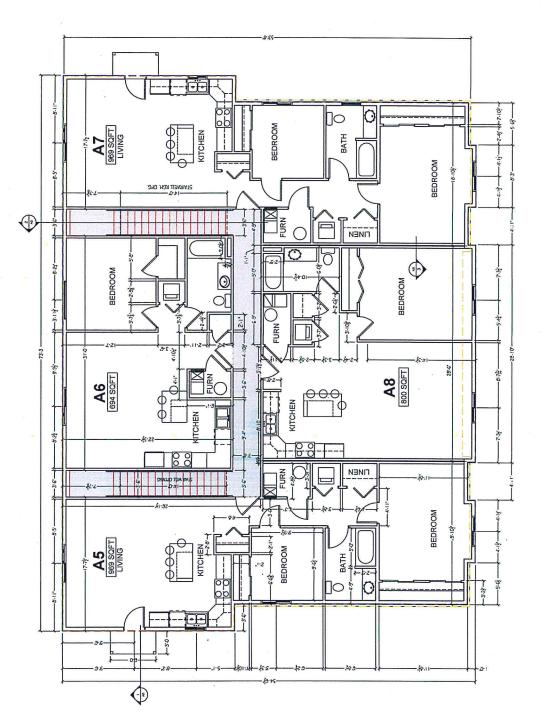












SECOND FLOOR



#### STAFF REPORT - CONDITIONAL USE PERMIT APPLICATION

App. No.: CUP-2019-08 Applicant/Property Owner: Shannon Arndt

Address: 16 W Main Street Parcel No.: 6-27-23

February 4, 2019

Prepared by: Jason Sergeant, Community Development Director **Prepared for: City of Evansville Plan Commission** 

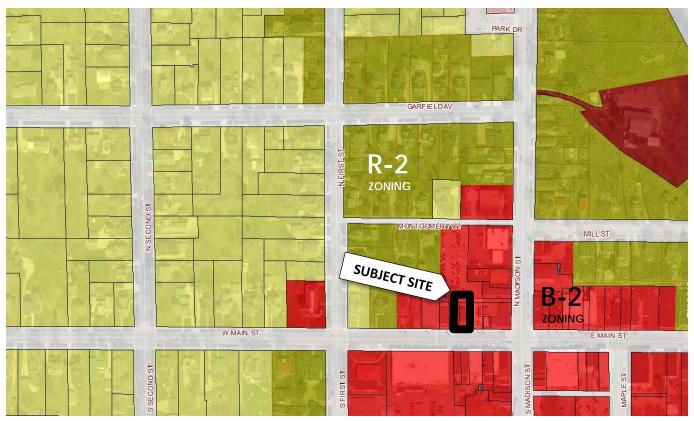


Figure 1 Location Map

**Description of request:** The request is for a conditional use permit on parcel 6-27-23 at 16 W Main Street has been submitted for consideration by the Plan Commission. **The request is to operate an indoor commercial entertainment use that includes a café.** The Parcel is zoned B-2 Central Business District. Per section 130 of the Evansville Zoning Ordinance a CUP is required for a café in this zoning district.

**Staff Analysis of Request**: The proposal meets the minimum standards of the B-2 district. As with all conditional use approvals in this district, parking requirements will need to be waived by the commission. The applicant intends to operate a café that serves food,

coffee and wine with seating inside and outside. The applicant's alcohol licensed is schedule for review by public safety Feb 5<sup>th</sup>.

<u>Required Plan Commission findings for Conditional Use Permit request</u>: Section 130-104 (3) of the Municipal Code, includes criteria that should be considered in making this decision:

1. Consistency of the use with the comprehensive plan. The proposed use in general and in this specific location is consistent with the city's comprehensive plan of November 2015.

Staff Comment: The Comprehensive plan indicates a desire to increase economic activity in commercial areas and retain existing businesses. This proposal achieves that goal.

2. Consistency with the City's zoning code, or any other plan, program, or ordinance. The proposed use in general and in this specific location is consistent with City's zoning code, or any other plan, program, or ordinance, whether adopted or under consideration pursuant to official notice of the city.

Staff comment: The proposed commercial use is consistent with the City's zoning code and other plans, programs, and ordinances.

3. **Effect on nearby property**. The use will not result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the City's zoning code, the comprehensive plan, or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the city.

Staff Comment: No adverse effect is anticipated on nearby property.

4. **Appropriateness of use**. The use maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

Staff Comment: A Café is consistent with other uses in the B-2 district.

5. **Utilities and public services**. The use will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities, or services provided by the City or any other public agency serving the subject property.

Staff Comment: the property is connected to public utilities.

**Required Plan Commission conclusion:** Section 130-104(3)(f) of the Municipal Code requires the Plan Commission to determine whether the potential public benefits of the conditional use do or do not outweigh any and all potential adverse impacts. The proposed motion below states that benefits do in fact outweigh any and all potential adverse impacts. The recommended motion includes conditions for commission consideration.

<u>Staff recommended motion for CUP:</u> The Plan Commission approves the issuance of a Conditional Use Permit for a café per Sec. 130-408 on parcel 6-27-23, finding that the benefits of the use outweigh any potential adverse impacts, and that the proposed use is consistent with the required standards and criteria for issuance of a CUP set forth in Section 130-104(3)(a) through (e) of the Zoning Ordinance, subject to the following conditions:

- 1. CUP is recorded with the Rock County Register of Deeds.
- 2. Applicable State of WI certifications, approvals and licensing for all facilities are maintained
- 3. Parking requirements are waived
- 4. Operating hours no earlier than 5am and no later than 11pm daily.



#### APPLICATION FOR PRELIMINARY AND FINAL LAND DIVISION - STAFF REPORT

**Application No.: LD-2019-13 Applicant:** Brian & Melissa Pruess/ Hurley Homes

Parcel 6-27-559.5020, 637 Prairie View Dr.

February 4, 2020

Prepared by: Jason Sergeant, Community Development Director

Direct questions and comments to: <u>Jason.sergeant@ci.evansville.wi.gov</u> or 608-882-2285



Figure 1 Location Map

**Description of request**: An application for a preliminary and final land division to merge an existing parcel (6-27-559.5020) with an existing outlot (6-27-533.5B) has been submitted for consideration by the Plan Commission. Municipal Services has reviewed the application and recommended approval.

**Existing and Proposed Uses:** The existing lot has a single family home constructed and is zoned for residential use (R-1). An adjacent outlot was to be merged with the existing lot as a requirement of the Stonewood Grove Developer's Agreement.

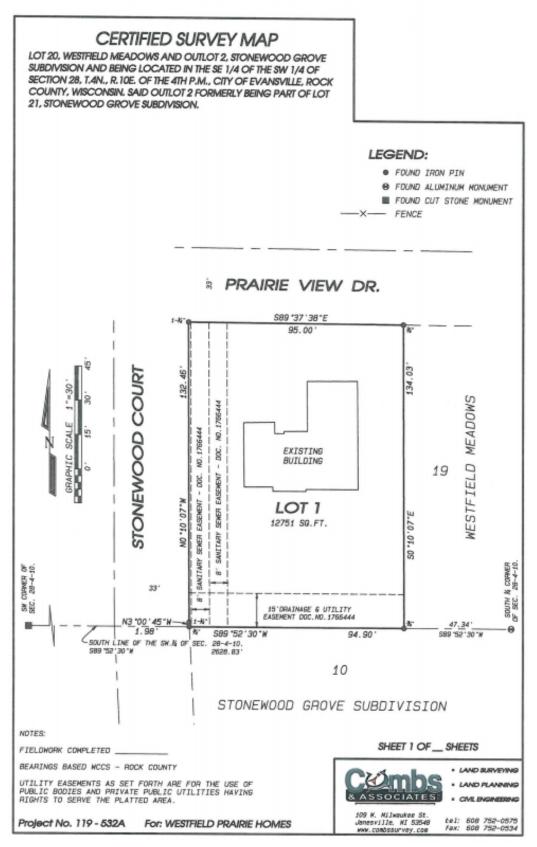


Figure 2 Final CSM

Consistency with the City of Evansville Comprehensive Plan and Municipal Code: The proposed land division and land uses are thoroughly consistent with the Future Land Use Map of the Comprehensive Plan.

The proposal complies with the design standards and environmental considerations as set forth in the Land Division Ordinance.

<u>Staff Recommended Motion:</u> Motion to recommend to Common Council approval of certified survey map to merge parcels 6-27-559.5020 (Tax ID 22205405020) and parcel 6-27-533.5B (Tax ID222047015002) into one lot located at 637 Prairie View Drive, finding that the application is in the public interest and meets the objectives contained within Section 110-102(g) of city ordinances, with the condition the Final CSM and joint cross access easement agreement is recorded with Rock County Register of Deeds.



#### APPLICATION FOR PRELIMINARY AND FINAL LAND DIVISION - STAFF REPORT

Application No.: LD-2019-13 Applicant: A. Engelbert & N. Koenig/ Hurley Homes

Parcel 6-27-559.5022, 649 Prairie View Dr.

February 4, 2020

Prepared by: Jason Sergeant, Community Development Director

Direct questions and comments to: <u>Jason.sergeant@ci.evansville.wi.gov</u> or 608-882-2285



Figure 1 Location Map

**Description of request**: An application for a preliminary and final land division to merge an existing parcel (6-27-559.5022) with an existing outlot (6-27-533.5A) has been submitted for consideration by the Plan Commission. Municipal Services has reviewed the application and recommended approval.

**Existing and Proposed Uses:** The existing lot has a single family home constructed and is zoned for residential use (R-1). An adjacent outlot was to be merged with the existing lot as a requirement of the Stonewood Grove Developer's Agreement.

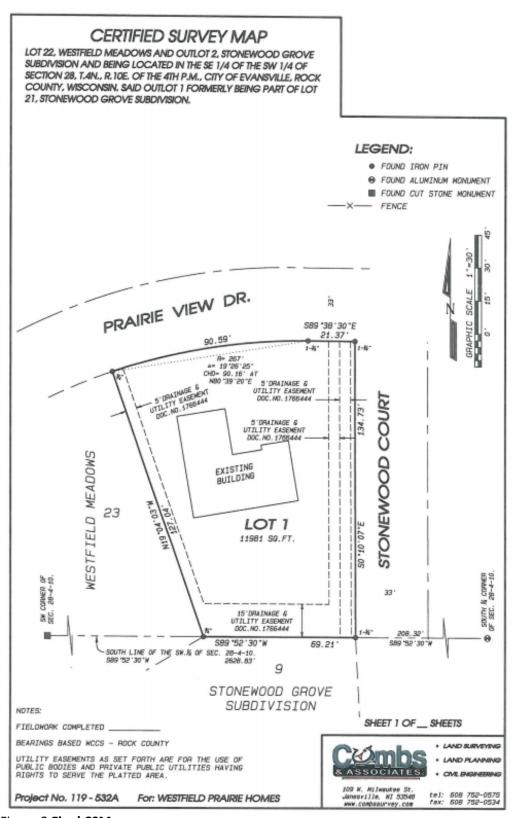


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#### Evansville, Wisconsin

Version: September 28, 2015



General instructions. Complete this application as it applies to your project and submit 12 copies to the City Clerk along with the required application fee. Before you formally submit your application and fee, you may submit one copy to the Community Development Director, who will ensure it is complete. If you have any questions, contact the Community Development Director at 608.882.2285 or <a href="mailto:iason.sergeant@ci.evansville.wi.gov">iason.sergeant@ci.evansville.wi.gov</a>. You may download this file as a Microsoft Word file off of the City's website at: <a href="www.ci.evansville.wi.gov">www.ci.evansville.wi.gov</a>.

. Applicant information	
Applicant name	John Forslund
Street address	136 Walker Street
City	Evansville
State and zip code	WI 53536
Daytime telephone number	608-373-9314
Fax number, if any	
E-mail, if any	John.Forslund@bsbna₁ Co ⋈

- Office Use Only -	
Initial application fee	\$300
Receipt number	
Date of pre-application meeting	1/6/2020
Date of determination of completeness	
Name of zoning administrator	J.S.
Date of Plan Commission review	2/4/2020
Application number	59.2020-01

2. Agent contact information. Include the names of agents, if any, that helped prepare this application including the supplemental information.

Agents may include surveyors, engineers, landscape architects, architects, planners, and attorneys.

	Agent 1	Agent 2	Agent 3
Name			
Company			
Street address	·		
City			
State and zip code			
Daytime telephone number			
Fax number, if any			
E-mail, if any			

3. Subject property information

Street address	273 Water Street	
Parcel number	6 – 27 – <u>971</u> - <u>1A</u> Note: the parcel number can be found on the tax bil obtained from the City.	for the property or may be
Current zoning classification(s)	I-2 Heavy Industrial Note: The zoning districts are listed below.	
	Agricultural District A	
	Residential Districts RR LL-R12 LL-R15 R-1 R-2 R-3	
	Business Districts B-1 B-2 B-3 B-4 B-5	-
	Planned Office District O-1	
	Industrial Districts I-1 I-2 I-3	
Describe the current use	12.0 acres of the parcel are currently used for a shipping building and yard to support 33.32 acres are used for agriculture purposes.	the BBNA building business.

# Evansville, Wisconsin Version: September 28, 2015

4. Project Information		
Total lot area	a	sq. ft.
Floor area	b	sq. ft.
Floor area ratio	(b/a)	
Total impervious surface area	С.	sq. ft.
Parking lot area		sq. ft.
Impervious surface ratio	(c/a)	
Landscaped area	d.	sq. ft.
Landscape surface area ratio	(d/a)	
Number of dwelling units	e.	
Site density	(e/a)	dwelling units per acre
Estimated number of employees	-	
Estimated number of daily customers	-	
Estimated number of residents	1	
Peak hour traffic loads		
Proposing to install a 500 KW solar power sys eaving 30 acres in use for agriculture purpose	tem south of the c	current shipping yard. Approximately 3 acres would be used for the solar array,
Access to the solar panels would be from the	existing shipping y	ard on the south side.
		<u> </u>
<ul> <li>Operating conditions. For non-residenti surrounding properties, etc.)</li> </ul>	al uses, describe	anticipated operating conditions (hours of operation, conditions that may affect
No consiture the wi	LL APFECT	SURROUMSING PRIMITION
Solar Pareli-No Ma	MLY DANTS	
	V	

# Evansville, Wisconsin Version: September 28, 2015

7.	Potential nuisances. Describ lighting, vibration, noise, air po materials, drainage, and hazar	be any potential nuisances relating to street access, traffic visibility, parking, loading, exterior storage ollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials rdous materials.	, exterio s, waste	r
Non	e anticipated.			
8.	Potential expansion. If expan	nsion of the building can be reasonably anticipated, describe the expansion.		
		n the future, but is not currently planned for.		
		in the latere, but to not out terrally planned for.		
9.	Other information. Provide a	any other information relating to the intended project and its relation to nearby properties.		
	npact is expected to nearby pro			
Land	to the south is owned by the S	State of Wisconsin Conservation Commission. Land to the east is owned by the State of Wisconsin I	ONR and	j
Unio	n Pacific Railroad. Land to the	west is agricultural land owned by S&F Farmland LLC.		
		•	***************************************	
10.	Plans and drawings. Attach of copies of each (24" x 36").	one copy of the following drawings and plans (11" x 17") to each application. In addition, provide 3		
	copies of each (24 x 30 ).		Attac	
Cito -	· ·		Yes	No
Site p	Dian	See the check list at the end of this application for those elements that should be shown.	Ø	
Land	scaping plan	It should be at the same scale as the main plan, show the location of all required buffer and landscaping areas, and existing and proposed landscaping, fences, and berms.		Ø
Gradi	ing and erosion control plan	It should be at the same scale as the main plan, show existing and proposed grades, retention walls and related structures, and erosion control measures as may be needed to comply with City requirements		Ø
	ition drawing of new or deled building (s)	The drawings should show exterior treatments, materials, texture, color, and overall appearance. Perspective renderings of the proposed project and/or photos of similar structures may be submitted but not in lieu of adequate drawings showing the intended appearance of the building(s).		ď

11. Location map. Attach a map (8 ½ " x 11") that shows the subject property and all parcels lying within 250 feet of the subject property. This map shall be reproducible with a photocopier, at a scale which is not less than one inch equals 600 feet. It shall include a graphic scale and a north arrow.

# Evansville, Wisconsin Version: September 28, 2015

12.	Applicant certification	
•	I certify that the application is true as	f the date it was submitted to the City for review.
•	I understand that I may be charged ad	ditional fees (above and beyond the initial application fee) consistent with the Municipal Code.
	Jun funkl	1-6-20
Appl	licant Signature	Date
Gov	rerning Regulations The procedures Municipal Code.	and standards governing this application process are found in Chapter 130, Article 2, Division 8, of the

		Complete ?	
Site F	Plan Checklist	Yes	No
a.	Title block with name, address, and phone and fax numbers of the current property owner and/or agents (developer, architect, engineer, planner) for the project		
b.	Date of the original plan and the latest date of revision		
c.	North arrow and graphic scale (not smaller than one inch equals 100 feet)		
d.	Parcel number of the subject property		
e.	Property lines and existing and proposed right-of-way lines, with bearings and distances clearly labeled		
f.	Existing and proposed easement lines and dimensions with a key on the margin describing ownership and purpose		
g.	Required building setback lines		. 🗆
h.	Existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls		
i.	The location and dimension (cross section and entry throat) of all access points onto public streets		
j.	The location and dimensions of on-site parking (and off-site parking provisions if they are to be employed), including a summary of the number of parking stalls provided versus required by this chapter		
k.	The location and dimension of all loading and service areas of the subject property		
I.	The location of all outdoor storage areas and the design of all screening devices		
m.	The location, type, height, size, and lighting of all signage (existing and proposed)		
n.	The location, type, height, design/type, illumination power and orientation of all exterior lighting on the subject property, including clear demonstration of compliance with lighting requirements of the zoning code		. 🗆
0.	The location and type of any permanently protected green space areas		
p.	The location of existing and proposed drainage facilities		
q.	In the legend, data for the subject property as follows:		
1	. Lot area (square feet or acres)		
2	. Floor area (square feet)		
3	. Floor area ratio	□ .	
4	. Impervious surface area (square feet)		
5	. Impervious surface ratio		
6	. Building height (feet)		

