



Minutes
City of Burlington Plan Commission
Police Dept. Courtroom
February 12, 2013, 6:30 p.m.

Mayor Robert Miller called the Plan Commission meeting to order this Tuesday evening at 6:30 p.m. Roll call: Aldermen Tom Vos and Robert Prailes; Commissioners Darrel Eisenhardt, Chris Reesman, Michael Deans and John Lynch; student representative Bianca Clayton; and Town of Burlington Representative Phil Peterson were present. Student representative Caitlin Yonash was absent. Also present was City Administrator Kevin Lahner, City Planner Patrick Meehan, Zoning Administrator Patrick Scherrer, Fire Chief Dick Lodle and Public Works Director Craig Workman.

APPROVAL OF MINUTES

Commissioner Eisenhardt moved and Alderman Vos seconded to approve the minutes of January 8, 2013. All were in favor and the motion carried.

CITIZEN COMMENTS

None

LETTERS & COMMUNICATIONS

None

PUBLIC HEARINGS

None

OLD BUSINESS

None

NEW BUSINESS

A. Consideration to recommend approval of a Certified Survey Map from J.W. Burrus for property located at 2709 Browns Lake Drive.

- Mayor Miller opened this item for discussion.
- Commissioner Lynch questioned if the ingress/egress for Lot 3 would be a problem with its location in the future stating it seems to line up with the subdivision across Browns Lake Drive. Patrick Meehan stated the drive appears to be about fifty feet to the north of the subdivision entrance, and that the property owner is limited to where the ingress/egress can be placed as there is no access to STH 36. He further stated any future development of this site will require a Site Plan review by the Plan Commission.

- Alderman Prailes questioned if an ingress/egress agreement could be made with the hotel to use their drive as a back up. Administrator Lahner and Patrick Meehan both stated this is something that could be discussed in the future if a Site Plan comes forward as restrictions cannot be placed on a Certified Survey Map.
- There were no further comments.

Alderman Prailes moved and Commissioner Reesman seconded to recommend approval of a Certified Survey Map from J.W. Burrus for property located at 2709 Browns Lake Drive, subject to Patrick Meehan's January 22, 2013 and Kapur & Associates' January 18, 2013 memorandums to the Plan Commission as follows:

- Section 278-48(A)(5) of Chapter 278 requires the following data to be indicated on the Certified Survey Map: "Existing and proposed contours at vertical intervals of not more than two feet where the slope of the ground surface is less than 10% and of not more than five feet where the slope of the ground surface is 10% or more. Elevations shall be marked on such contours based upon National Geodetic Vertical Datum of 1929 (mean sea level). This requirement may be waived if the parcel(s) created is (are) fully developed." Since two of the proposed lots (Lots 1 and 2) are already developed lots and any new development placed on proposed Lot 3 will need to have a Site Plan and site grading plan for City review and approval, it is recommended that the Plan Commission and Common Council waive the requirement of Section 278-48(A)(5).
- Per Section 278-39 A(5), existing and proposed contours shall be shown but may be waived if parcels are fully developed. No contours are currently shown. Kapur & Associates recommends waiving the requirement of contours since the parcels are developed.
- Per Wisconsin Trans 233.01, this CSM can be reviewed upon request but it is not required by statute. Kapur & Associates suggests having this certified survey map reviewed as specified per Trans 233 but this is not a condition of approval.

All in favor and motion carried. This item will move forward to the March 5, 2013 Committee of the Whole meeting.

B. Consideration to approve Resolution 15 to amend the Multi-Jurisdictional Comprehensive Plan at 165 and 181 W. Washington Street from Commercial to Governmental and Institutional.

- Mayor Miller opened this item for discussion.
- Alderman Vos questioned if there has been any feedback since the demolition of the house at 181 W. Washington Street. Administrator Lahner stated the neighbors are requesting a fence to screen the parking lot. He further stated City officials have met with the owners of the Vista gas station who stated they will be re-aligning their gas pumps on their lot and are in favor of the parking lot project.
- There were no further comments.

Alderman Prailes moved and Alderman Vos seconded to approve Resolution 15 to amend the Multi-Jurisdictional Comprehensive Plan at 165 and 181 W. Washington Street, subject to Patrick Meehan's January 22, 2013 memorandum to the Plan Commission as follows:

- That the Common Council amend by ordinance, the Comprehensive Plan, as it pertains to the entire subject property currently shown as "Commercial" land use classification to the "Governmental and Institutional" land use classification under the provisions of both Section 66.1001(4) of the Wisconsin Statutes and Chapter XV titled "Implementation Element" of the recent City-adopted SEWRPC Community Assistance Planning Report No. 301 titled A Multi-Jurisdictional Comprehensive Plan for Racine County: 2035.

All in favor and motion carried. This item will move forward to the March 5, 2013 Committee of the Whole meeting.

C. Consideration to recommend approval of a rezone request from the City of Burlington for property located at 181 W. Washington Street from B-2, Central Business District to I-1, Institutional District.

- Mayor Miller opened this item for discussion.
- There were no comments.

Alderman Prailes moved and Commissioner Deans seconded to recommend approval of a rezone request for 181 W. Washington Street, subject to Patrick Meehan's January 22, 2013 memorandum to the Plan Commission as follows:

- That a public hearing for the proposed rezoning is to be held pursuant to the provisions of Section 315-121 of the City Zoning Ordinance.
- That all of that portion of the subject property (Lot 5 of Block 4 of Perkin's 2nd Addition to the City of Burlington) currently shown as zoned in the B-2 Central Business District be rezoned by the Common Council into the I-1 Institutional District zoning classification.

Roll call vote ayes: Vos, Prailes, Lynch, Deans, Reesman, Eisenhardt; Nays: None. All in favor and motion carried. This item will move forward to the March 5, 2013 Committee of the Whole meeting.

D. Consideration to recommend approval of a Certified Survey Map from the City of Burlington for property located at 165 and 181 W. Washington Street to use the property as a parking lot for the Fire Department.

- Mayor Miller opened this item for discussion.
- Alderman Prailes expressed his concern with closing off Washington Street by the Fire Department, stating he feels it is one of the easier intersections for vehicles to access Milwaukee Avenue as opposed to the Kane Street/Milwaukee Avenue intersection.

Administrator Lahner stated Milwaukee Avenue has multiple intersections and staff didn't feel closing this one would create a large impact. He further stated the design was drafted to allow fire trucks to enter and exit the Fire Station safely without oncoming traffic.

- Mayor Miller stated this discussion should be discussed under item 8E with the site plan.
- Patrick Meehan stated this item simply cleans up the lot lines.
- There were no further comments.

Alderman Vos moved and Commissioner Eisenhardt seconded to recommend approval of a Certified Survey Map for 165 and 181 W. Washington Street, subject to Patrick Meehan's January 22, 2013 memorandum to the Plan Commission as follows:

- Section 278-39(A)(5) of Chapter 278 requires the following data to be indicated on the Certified Survey Map: "Existing and proposed contours at vertical intervals of not more than two feet where the slope of the ground surface is less than 10% and of not more than five feet where the slope of the ground surface is 10% or more. Elevations shall be marked on such contours based upon National Geodetic Vertical Datum of 1929 (mean sea level). This requirement may be waived if the parcel(s) created is (are) fully developed." Since the subject property is an urban, relatively level, developed property and a detailed grading plan has been submitted by the applicant with the proposed Site Plan for City review and approval, it is recommended that the Plan Commission and Common Council waive the requirement of Section 278-39(A)(5).

All in favor and motion carried. This item will move forward to the March 5, 2013 Committee of the Whole meeting.

E. Consideration to approve a Site Plan from the City of Burlington for property located at 165 and 181 W. Washington Street to use the property as a parking lot for the Fire Department.

- Mayor Miller opened this item for discussion.
- Alderman Vos stated he is concerned the fire trucks will not be able to get to Milwaukee Avenue quickly with the proposed site plan. Chief Lodle stated the route would be the same as the current route.
- Alderman Vos questioned what will stop traffic from going down Washington Street. Chief Lodle stated there will be signage and landscaping that will make it appear as a non-thoroughfare.
- Alderman Vos stated his agreement with Alderman Prailes' concerns about closing off Washington Street.
- Administrator Lahner stated the proposed plan was designed to provide better access for the fire equipment and vehicles and create a parking lot for the Fire Department. Lahner further stated that traffic patterns may change to get downtown.

- Alderman Prailes stated he feels this plan will cause for a stop sign to be placed at Kane Street and Milwaukee Avenue, as it is currently difficult to get on Milwaukee Avenue. Lahner stated the City will monitor the traffic patterns and make recommendations to the Council if necessary.
- Commissioner Lynch stated he feels Washington Street from Milwaukee Avenue is the quickest route to the downtown area and expressed his concern with where traffic will relocate. Lahner agreed and stated traffic will likely go to Pine Street but staff will monitor the traffic flow in the future.
- Alderman Vos stated he thought the initial discussion of this project was to eliminate the angle of Washington Street but that the road would be kept open. Vos further stated he feels traffic will likely increase on State Street by St. Mary's School to get to the downtown area.
- Administrator Lahner stated staff can have a different design drafted; however, this wouldn't necessarily solve the problem of the fire trucks getting in and out of the garage. Lahner further stated the City Engineers drafted many designs to configure the best scenario and staff felt the proposed site plan was the best option.
- Chief Lodle stated it is difficult to pull the fire trucks in and out of the garage with on-coming traffic on Washington Street.
- Commissioner Eisenhardt questioned if gates, similar to those used by the railroad, could be installed to stop traffic when the trucks need to pull in and out of the garage. Mayor Miller stated that would help; however, there are times the trucks need to be left out of the garage to do maintenance to them.
- Patrick Meehan stated the proposed design is standard to designs he has seen of new fire departments with large aprons.
- Administrator inquired if the commission would like to have Washington Street kept open to traffic. Alderman Prailes responded that he feels people will be upset with the closure and that it could cause congestion and difficulty for people to get onto Milwaukee Avenue from Washington Street further east. Prailes further stated he feels there could be a better plan.
- Alderman Prailes questioned if a one-way turn lane could be kept from Washington Street to Milwaukee Avenue by the gas station. Chief Lodle stated staff looked at that option but felt it was a safety issue with vehicles going the wrong way.
- Alderman Vos questioned if the gas station will continue to have access to Washington Street. Administrator Lahner stated the access points will remain the same. Commissioner Lynch stated his concern that the location of the gas pumps will force people to exit on to Washington Street. Lahner stated the City has been in discussion with the owner of the gas station and they indicated they will be re-aligning their gas pumps for easier access.
- Administrator Lahner stated staff can bring back a new design if the commission desired so.

- Commissioner Reesman stated he understands the safety concerns and feels the design will be beneficial for the fire department; however, he agreed with Alderman Prailes that a stop sign may be needed in the future at Kane Street and Milwaukee Avenue. Commissioner Reesman further questioned if Milwaukee Avenue was still a truck route. Mayor Miller stated it is not since the bypass was completed.
- Commissioner Lynch stated a stop sign at Milwaukee and Kane will make the already heavy traffic on Milwaukee Avenue worse.
- Mayor Miller stated the primary reason the design was drafted is to create a safe area for the fire department to enter and exit the garage and do maintenance on the vehicles.
- Commissioner Lynch and Commissioner Reesman offered suggestions on how to amend the site plan to allow for through traffic. Administrator Lahner stated staff could look into their ideas.
- Commissioner Deans stated he would like to see a different design option.
- Mayor Miller stated this item would be tabled until the March 12, 2013 Plan Commission meeting for further discussion and options.
- There were no further comments.

This item was tabled until the March 12, 2013 Plan Commission meeting.

ADJOURNMENT

Commissioner Eisenhardt moved and Commissioner Deans seconded to adjourn the meeting at 7:18 p.m. *All were in favor and the motion carried.*

Recording Secretary
Megan E. Watkins
Assistant to the City Administrator