



Administration Department

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**Minutes
City of Burlington Plan Commission
Police Dept. Courtroom
June 11, 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 and John Lynch; and Town of Burlington Representative Phil Peterson were present. Commissioner Michael Deans was excused. Also present were City Administrator Kevin Lahner, City Planner Patrick Meehan and Zoning Administrator Patrick Scherrer.

APPROVAL OF MINUTES

Alderman Vos moved and Alderman Prailes seconded to approve the minutes of May 14 and May 21, 2013. All were in favor and the motion carried.

CITIZEN COMMENTS

None

LETTERS & COMMUNICATIONS

None

PUBLIC HEARINGS

A. A Public Hearing to hear public comments regarding a Conditional Use application from Chris Pulera for property located at 848 Milwaukee Avenue to use the existing building and lot for an auto body repair shop.

- Mayor Miller opened the Public Hearing at 6:33 p.m.
- There were no comments.

Alderman Prailes moved and Alderman Vos seconded to close the Public Hearing at 6:34 p.m. All in favor and the motion carried.

NEW BUSINESS

A. Consideration of a Site Plan and a Conditional Use application from Chris Pulera for property located at 848 Milwaukee Avenue to use the existing building and lot for an auto body repair shop.

- Mayor Miller opened this item for discussion.
- Alderman Vos stated he has regretted the original approval of the Conditional Use Permit for this property with J.O.B. Auto Body as there were no requirements for landscaping,

parking, etc. Vos further stated he hopes Mr. Pulera will take better care of the property and be aware of the vision triangle on the corner of Maryland and Milwaukee Avenues.

- Alderman Vos questioned what the requirements for parking are. Patrick Meehan responded that since this property is classified as existing non-conforming, there are no requirements for parking as it is a continuation of the original C.U.P. Meehan stated Conditional Use Permits run with the land not the owner.
- Mayor Miller questioned when the Phase 1 paving work would be complete. Chris Pulera, applicant, stated he anticipates paving next year after he is settled in with the business and has the funds. Mr. Pulera further stated he wants to get the property looking nice as soon as possible. Meehan stated the plans show the applicant will be making plans for the better.
- Commissioner Eisenhardt questioned if there will be used vehicles for sale as currently done at that property. Mr. Pulera stated there would not. The only cars to be parked on the lot will be the ones waiting for repairs. Mr. Pulera also confirmed there would be no storage of cars on the property.
- Alderman Vos stated Mr. Pulera takes good care of the property he rents currently and sees no problem with giving him time to complete Phase 1.
- There were no further comments.

Alderman Prailes moved and Commissioner Eisenhardt seconded to approve a Conditional Use and Site Plan for 848 Milwaukee Avenue, subject to Patrick Meehan's May 28, 2013 and Kapur & Associates' May 28, 2013 memorandums to the Plan Commission as follows:

- A complete Landscape Plan meeting the requirements of Section 315-138 of the City Zoning Ordinance (indicating type of materials including common name, scientific name, size, and number of each type proposed) needs to be submitted to City staff for review.
- Inlet protection and silt fence shall be installed prior to any grading on site.

All in favor and the motion carried.

B. Consideration to recommend approval to the Common Council of an Extraterritorial Certified Survey Map for Wisconsin Vision Associates for a parcel located on W. State Street, east of Mormon Road, in the Town of Burlington.

- Mayor Miller opened this item for discussion.
- There were no further comments.
 - The Certified Survey Map meets all Racine County Zoning Ordinance requirements.
 - The Town of Burlington's approval of the Certified Survey Map.

Commissioner Lynch moved and Commissioner Reesman seconded to approve an Exterritorial Certified Survey Map in the Town of Burlington, subject to Patrick Meehan's May 29, 2013 memorandums to the Plan Commission as follows:

- Pursuant to the requirements of Section 278-39A(2), the setbacks required under the provisions of the R-2 Suburban Residential (Unsewered) District 2 shall be indicated on the Certified Survey Map (this may be in tabular format) and a revised Certified Survey Map submitted to the City indicating this correction.
- 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 on National Geodetic Vertical Datum of 1929 (mean sea level). This requirement may be waived if the parcel(s) created is (are) fully developed. A revised Certified Survey Map shall be submitted to the City indicating this correction.

All in favor and the motion carried. This item will move on to the June 18, 2013 Committee of the Whole meeting.

ADJOURNMENT

Alderman Vos moved and Commissioner Lynch seconded to adjourn the meeting at 6:40 p.m. *All were in favor and the motion carried.*

Recording Secretary
Megan E. Watkins
Director of Administrative Services