



Administration Department

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**Minutes
City of Burlington Plan Commission
Police Dept. Courtroom
July 9, 2013, 6:30 p.m.**

Mayor Robert Miller called the Plan Commission meeting to order this Tuesday evening at 6:37 p.m. Roll call: Aldermen Tom Vos and Ruth Dawidziak; Commissioners Darrel Eisenhardt and Chris Reesman; and Town of Burlington Representative Phil Peterson were present. Commissioners Michael Deans and John Lynch were excused. Also in attendance Building Inspector Patrick Scherrer.

APPROVAL OF MINUTES

Commissioner Reesman moved and Alderman Vos seconded to approve the minutes from June 11, 2013. With all in favor the motion carried.

CITIZEN COMMENTS

None

LETTERS & COMMUNICATIONS

None

PUBLIC HEARINGS

None

NEW BUSINESS

A. Consideration to recommend approval of a Certified Survey Map from the City of Burlington for property located at 508 Sheldon Street.

- Mayor Miller opened this item for discussion and informed the Commission that there is an offer to purchase the former Water Department garage by Paratech Ambulance Service.
- Alderman Vos questioned if the Lions Club building is on proposed Lot 2. Mayor Miller stated it is proposed Lot 3; that proposed Lot 2 is the former Water Department garage.
- Commissioner Eisenhardt questioned if the building on Lot 1 belongs to the Historical Society. Mayor Miller and Alderman Vos confirmed this. Mayor Miller also stated both Lots 1 and 3 will remain City property.
- There were no further comments.

Alderman Vos moved and Commissioner Reesman seconded to approve a Certified Survey Map for 508 Sheldon Street, subject to Patrick Meehan's July 2, 2013 memorandum to the Plan Commission as follows:

- With respect to the requirements of Sections 315-35F(3) of Chapter 315 and 278-39(A)(2) of Chapter 278, the correct rear yard setback is 25 feet in the I-1 District (not the 30 feet indicated on Sheet 1 of the proposed CSM). Therefore, this correction needs to be made on a revised CSM and all sheets of the CSM redated so as to be consistent with the revision date.
- 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 the proposed new lots are redevelopment lots and any new development placed there on 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).

- The name "Beloit Avenue" on Sheet 1 needs to be corrected to "Beloit Street" and a revised CSM and all sheets.

All were in favor and the motion carried. This item will move on to the July 16, 2013 Committee of the Whole meeting.

B. Consideration to recommend approval of a rezone request from the City of Burlington for Lot 2 of property located at 508 Sheldon Street from I-1, Institutional District to M-1, Light Manufacturing District.

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

Alderman Vos moved and Commissioner Reesman seconded to approve a rezone request for property located at 508 Sheldon Street, subject to Patrick Meehan's July 2, 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.

All were in favor and the motion carried. This item will move on to the July 16, 2013 Committee of the Whole meeting.

ADJOURNMENT

Alderman Vos moved and Alderman Prailes 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