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Minutes
City of Burlington Plan Commission
Police Dept. Courtroom
July 13, 2010, 6:30 p.m.

Alderman Vos, Chairman, called the Plan Commission meeting to order this Tuesday evening at 6:35 p.m. followed by roll call: Alderman Robert Prailes; Commissioners Chris Reesman, Darrel Eisenhardt, John Lynch and Bob Henney were present. Mayor Miller was excused. Town of Burlington Representative Phil Peterson was absent. Also present were City Administrator Kevin Lahner and City Planner Patrick Meehan.

Alderman Vos stated as he is chairing the meeting he would be retaining his right to vote.

APPROVAL OF MINUTES

Commissioner Eisenhardt moved and Commissioner Reesman seconded to approve the minutes of June 8, 2010. All were in favor and the motion carried.

CITIZEN COMMENTS

None

PUBLIC HEARINGS

None.

OLD BUSINESS

None.

NEW BUSINESS

A. Consideration to approve a Site Plan Application from Blue Rhino for property located at 680 Milwaukee Avenue (Walgreens) to house an outside LP cylinder exchange unit.

- Chairman Vos opened this issue for discussion.
- Commissioner Eisenhardt questioned if the recommendation is to have the storage unit located on the side of the building. Patrick Meehan stated yes, he recommends approval of the Site Plan contingent on the unit being located on the north side of the building.
- There were no further comments.

Commissioner Henney moved and Alderman Prailes seconded to approve the Site Plan Application for 680 Milwaukee Avenue, subject to Patrick Meehan's June 18, 2010 memorandum to the Plan Commission as follows:

- Meehan & Company, Inc. recommends that the Plan Commission approve the proposed LP gas cylinder exchange (vending) cage to be located on the sidewalk area of the existing building and, while not required by the City Zoning Code, encourage the applicant to place the LP gas cylinder exchange (vending) cage on a building elevation which does not face Milwaukee Avenue due to the industrial/utilitarian appearance of the LP gas cylinder exchange (vending) cage.

All in favor and the motion carried.

B. Consideration to recommend approval to the Common Council of a Certified Survey Map for the Downtown Redevelopment Project on Dodge Street and Washington Street.

- Chairman Vos opened this issue for discussion.
- Commissioner Eisenhardt questioned if the parking garage was downsized from the original plans. Administrator Lahner responded that the footprint of the garage is still the same size.
- Commissioner Lynch questioned if Washington Street will be vacated as indicated on the CSM. Administrator Lahner stated per DOT regulations the section of Washington Street that the parking garage will go over cannot be listed as a roadway. He further stated that there will be a clearance of a maximum of ten feet where cars can still drive through that will be clearly identified for larger vehicles. Patrick Meehan stated a street vacation can not be executed through a CSM and would need to be approved as a separate item by the Council. He further stated this CSM approval should be contingent upon the street being vacated. Administrator Lahner stated the paperwork is being finalized to accomplish the vacation.
- Commissioner Lynch questioned if the parking structure will go over the existing parking lot on Dodge and Washington Streets. Administrator Lahner stated it would not, that the structure will end at the Washington Street right-of-way.
- Alderman Prailes and Commissioner Lynch questioned if the plans to create angled parking are still in place and if the remainder of Dodge Street on the east side would be angled parking. Administrator Lahner stated there will be angled parking in front of the hotel on the east side only and the city is currently working with the DOT to get continued angled parking along Dodge Street. Lynch questioned if the road is wide enough for that and Administrator Lahner stated it is.
- Commissioner Henney questioned if the parking lot will continue to allow 24-hour parking for permit holders, stating it is hard to clean the lot in the winter when the cars are not moved. Administrator Lahner stated city staff is in discussions on how to handle that and if the parking garage will be utilized for permit holders.
- Commissioner Lynch questioned if there is a plan in place to clean up the back sides of the buildings downtown now that they are visible. Administrator Lahner stated the Historic Preservation Committee is currently working on that issue with façade grants. He further stated the parking garage will provide some screening as well.

- There were no further comments.

Commissioner Lynch moved and Commissioner Eisenhardt seconded to recommend approval of a Certified Survey Map for Dodge and Washington Street, subject to Patrick Meehan's June 18, 2010 memorandum to the Plan Commission as follows:

- That the legal vacation of that segment of E. Washington Street which is indicated as "vacated" on the face of the proposed Certified Survey Map be legally accomplished prior to the recordation of the proposed Certified Survey Map with the Racine County Register of Deeds.
- Pursuant to the requirements of Sections 236.34(1)(c) and 236.20(2)(b), all monuments erected, corners, and other points established in the field are to be graphically shown in their proper places. The material of which the monuments, corners, or other points are made shall be noted at the representation thereof or by legend on the Certified Survey Map, except lot, outlot, and meander corners need not be shown. The legend for metal monuments on the Certified Survey Map shall indicate the kind of metal, the outside diameter, length, and weight per lineal foot of the monuments.
- Pursuant to the requirements of Section 278-39(A)(1), that the existing 100-year recurrence interval floodplain be indicated on Sheet 1 of the proposed Certified Survey Map with a note indicating the current 100-year floodplain elevation and also a note that a "Letter of Map Revision" (with the date of said letter indicated) has been submitted to the Federal Emergency Management Agency (FEMA) and the Wisconsin Department of Natural Resources for the removal of the eastern edge of the subject property from the 100-year recurrence interval floodplain and that a revised Sheet 1 be submitted to the City accordingly.
- Pursuant to the requirements of Section 278-39(A)(5), existing and proposed contours be indicated. However, due to the fact that existing topography will be submitted as part of a forthcoming Site Plan for the subject property, it is recommended that this requirement be waived by the Plan Commission pursuant to the requirements of Section 278-11 of the City Subdivision of Land Ordinance.

All in favor and the motion carried. This item will move forward to the July 20, 2010 Committee of the Whole meeting.

ADJOURNMENT

Commissioner Lynch moved and Commissioner Henney seconded to adjourn the meeting at 6:45 p.m. All were in favor and the motion carried.

Recording Secretaries
June Bobier and Megan E. Johnson