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Minutes
City of Burlington Plan Commission
Police Dept. Courtroom
June 8, 2010, 6:30 p.m.

Mayor Miller called the Plan Commission meeting to order this Tuesday evening at 6:30 p.m. followed by roll call: Alderman Robert Prailes; Commissioners Chris Reesman, Darrel Eisenhardt, John Lynch and Bob Henney were present. Alderman Tom Vos was excused. Town of Burlington Representative Phil Peterson was absent. Also present were City Administrator Kevin Lahner, City Planner Patrick Meehan and Building Inspector/Zoning Administrator Patrick Scherrer.

APPROVAL OF MINUTES

Commissioner Eisenhardt moved and Commissioner Lynch seconded to approve the minutes of April 13, 2010. All were in favor and the motion carried.

CITIZEN COMMENTS

None

PUBLIC HEARINGS

A. A Public Hearing to hear public comments regarding a Conditional Use Application from Cooperative Plus, Inc. for property located at 1201 Milwaukee Avenue to use a portion of the property for seasonal outdoor display.

- Mayor Miller opened the public hearing at 6:32 p.m.
- There were no comments. Commissioner Lynch moved and Commissioner Henney seconded to close the Public Hearing at 6:33 p.m. All were in favor and the motion carried.

B. A Public Hearing to hear public comments regarding a Conditional Use Application from Geoff's Construction, Inc. on behalf of Lincoln Lutheran of Racine for property located at 165 W. Chestnut Street to use the property as an elderly adult daycare facility.

- Mayor Miller opened the public hearing at 6:33 p.m.
- There were no comments. Commissioner Lynch moved and Commissioner Henney seconded to close the Public Hearing at 6:34 p.m. All were in favor and the motion carried.

OLD BUSINESS

None.

NEW BUSINESS

A. Consideration to approve a Conditional Use Application and Site Plan Application from Cooperative Plus, Inc. for property located at 1201 Milwaukee Avenue.

- Mayor Miller opened this issue for discussion.
- Commissioner Henney questioned if the display area would be kept gravel or would need to be paved with asphalt or concrete. Brad Gjermeo of Cooperative Plus, Inc., responded that CPI would like to keep the area gravel for cost factors and to avoid run-off issues with rain water. Patrick Meehan stated the municipal code requires the area to be paved and cannot be left gravel. CPI may apply for a variance through the Zoning Board of Appeals to have it remain gravel if they can prove hardship. Administrator Lahner responded that the Plan Commission may not grant a variance and the ZBA would likely deny the request.
- Patrick Scherrer mentioned that the Conditional Use request stated it was for “outdoor display” not outdoor storage. He stated he is concerned with the current storage of crated equipment near the requested area and loading docks.
- Commissioner Lynch questioned if the outdoor display is going to be year round or for a limited time. Mayor Miller stated the Site Plan lists it as “seasonal”. Mr. Gjermeo stated it would most likely be during the spring, summer and autumn months. Patrick Meehan stated there is nothing referenced in the code that would limit the amount of time CPI could display items. It could be year round if they choose. Mr. Gjermeo further stated that the display items will be in a fenced area that will be screened from view from STH 36/83.
- There were no further comments.

Commissioner Reesman moved and Commissioner Lynch seconded to approve a Conditional Use and Site Plan Application for 1201 Milwaukee Avenue, subject to Patrick Meehan’s May 24, 2010 and Kapur & Associates’ May 29, 2010 memorandums to the Plan Commission as follows:

- Pursuant to the requirements of Section 315-26(D)(34)(c)(6) of the City Zoning Ordinance, all outdoor display of merchandise areas shall be required to be paved with pavement of either asphalt or concrete. The applicant proposes a gravel surface. Therefore, the Site Plan drawing will need to be revised and resubmitted to the City to indicate pavement of either asphalt or concrete and said pavement of either asphalt or concrete shall be installed at the subject property prior to the issuance of a Conditional Use Permit.

All in favor and the motion carried.

B. Consideration to approve a Conditional Use Application and Site Plan Application from Geoff’s Construction, Inc. on behalf of Lincoln Lutheran of Racine for property located at 165 W. Chestnut Street.

- Mayor Miller opened this issue for discussion.

- Commissioner Henney stated he is concerned about the current ramp to the building and if it would be large enough for the proposed use. Geoff Fitzharris, contractor for the project, stated the ramp would be upgraded and fully ADA compliant.
- Patrick Scherrer informed the commission that the Department of Health and Human Services is requiring the building to have a sprinkler system installed. At this time the water service available to the building is not adequate enough for a sprinkler system and would need to be upgraded as well.
- Mayor Miller questioned if Meals on Wheels will be a part of this program and if meals will be prepared in the facility. Ellen Mutter from Lincoln Lutheran of Racine stated the Meals on Wheels program will be available, hold an office in the building and initially prepare meals in the building. She further stated that this is a separate program from the Meals on Wheels program offered in conjunction with the Senior Center.
- Commissioner Eisenhardt questioned how many square feet of the building would be used for this facility. Mr. Fitzharris responded the unit is roughly 2,559 square feet.
- There were no further comments.

Commissioner Eisenhardt moved and Commissioner Lynch seconded to approve a Conditional Use and Site Plan Application for 164 W. Chestnut Street, subject to Patrick Meehan's May 24, 2010 memorandum to the Plan Commission as follows:

- All proposed architectural plans would also need to be reviewed by the City Building Inspector for compliance with Building Codes.

All in favor and the motion carried.

C. Consideration to recommend approval to the Common Council of a Rezone Application and Certified Survey Map from Attorney Michael Kelly for property located at 600 Tower Street to rezone the property from Rs-3, Single-Family Residence District to Rs-2, Single-Family Residence District

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

Commissioner Henney moved and Commissioner Reesman seconded to recommend approval to the Common Council of the rezone request and CSM, subject to Patrick Meehan's May 24, 2010 memorandum to the Plan Commission as follows:

- The following data 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 Lot 1 is fully developed, it is recommended that the Plan Commission and Common Council waive the requirement of Section 278-48(A)(5).

All in favor and the motion carried. This item will move forward to the June 15, 2010 Committee of the Whole meeting.

ADJOURNMENT

Commissioner Lynch moved and Commissioner Henney seconded to adjourn the meeting at 6:50 p.m. All were in favor and the motion carried.

Recording Secretary
Megan E. Johnson
Assistant to the City Administrator