



Minutes
City of Burlington Plan Commission
June 10, 2014, 6:30 p.m.

Mayor Robert Miller called the Plan Commission meeting to order at 6:30 p.m. Roll call: Aldermen Tom Vos and Ruth Dawidziak; Commissioners Darrel Eisenhardt, Chris Reesman and John Lynch were present. Commissioner Mike Deans was excused. Also present were City Planner Patrick Meehan, Zoning Administrator Patrick Scherrer and Director of Public Works Craig Workman.

APPROVAL OF MINUTES

Alderman Vos moved and Commissioner Eisenhardt seconded to approve the minutes of May 13, 2014. 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 Nicholas Riggle for property located at 940 S. Pine Street to use an existing unit as a teaching school for traditional martial arts.

- Mayor Miller opened the Public Hearing at 6:32 p.m.
- There were no comments.

Alderman Vos moved and Alderman Reesman moved seconded to close the Public Hearing at 6:33 p.m. All in favor and the motion carried.

OLD BUSINESS

None

NEW BUSINESS

A. Consideration to approve a Site Plan application and Conditional Use application from Nicholas Riggle for property located at 940 S. Pine Street to use an existing unit to as a teaching school for traditional martial arts.

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

Commissioner Lynch moved and Alderman Dawidziak seconded to approve Site Plan and Conditional Use for property located at 940 S. Pine Street, subject to Patrick Meehan's May 31, 2014 memorandum to the Plan Commission as follows:

- An additional 5 off-street parking spaces are also indicated as "Future Parking" located in an area of the subject property proposed for new paving. However, it is doubtful that all five of those "Future Parking" spaces would function unless parking spaces marked on the Site Plan as #11 and #12 were eliminated. The elimination of parking spaces marked on the Site Plan as #11 and #12 would result in a net gain of only three "Future Parking" spaces for a total of 13 potential parking spaces. Therefore, it is recommended that parking spaces marked on the Site Plan as #11 and #12 be eliminated and a revised Site Plan submitted to the City staff for review for compliance.
- If outdoor lighting is proposed, total cut-off luminaires are to be used throughout the site meeting the requirements of Sections 315-30(H) and 315-137(C)(25) of the City Zoning Ordinance.

All were in favor and the motion carried.

B. Consideration to approve a Site Plan application from Roger Drissel of RKW Redi-Mix for property located at 131 Longmeadow Drive to construct a vehicle storage building.

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

Alderman Vos moved and Commissioner Reesman seconded to approve a Site Plan for property located at 131 Longmeadow Drive, subject to Kapur & Associates' May 28, 2014 and Patrick Meehan's May 31, 2014 memorandums to the Plan Commission as follows:

- An outdoor material stock pile area measuring about 20' x 30' (600 square feet) is proposed to be located about 12 feet south of proposed off-street parking spaces numbered 2, 3, and 4 (and part of space number 1) which would either prevent or severely limit vehicular access to those parking spaces. It is recommended that this proposed outdoor material stock pile be moved a minimum of 25 feet south of the proposed off-street parking spaces numbered 1, 2, 3, and 4 in order to assure useable access to those proposed off-street parking spaces and in order to meet the

above 45-foot width requirements of Section 315-48(M) of the City Zoning Ordinance.

- If any new outdoor lighting is contemplated to serve the off-street parking lot, outdoor lighting data is required which indicates location, type, and illumination level (in footcandles) of all outdoor lighting proposed to illuminate the site. It is recommended that total cut-off luminaires be used throughout the site, meeting the requirements of Sections 315-31(H) and 315-137(C)(25) of the City Zoning Ordinance.

All were in favor and the motion carried.

C. Consideration to approve a Site Plan application from People's Bank, LLC for property located at 2657 Browns Lake Drive to use the existing building as a financial institution with drive-thru.

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

Commissioner Lynch moved and Alderman Vos seconded to approve a Site Plan for property located at 2657 Browns Lake Drive, subject to Patrick Scherrer's June 3, 2014 memorandum to the Plan Commission.

All were in favor and the motion carried.

D. Consideration to approve an extension to a Conditional Use Permit (CUP) for three years with the Burlington Area School District (BASD) for property located at 348 Paul Street.

- Mayor Miller opened this item for discussion.
- Commissioner Lynch and Commissioner Eisenhardt both stated that they drive past this property daily and feel BASD is doing a great job with the program and commend them for keeping the property well maintained.
- There were no further comments.

Commissioner Lynch moved and Commissioner Eisenhardt seconded to approve a Site Plan for property located at 348 Paul Street for three years.

All were in favor and the motion carried.

ADJOURNMENT

Alderman Vos moved and Alderman Dawidziak seconded to adjourn the meeting at 6:38 p.m. *All were in favor and the motion carried.*



Recording Secretary
Megan E. Watkins
Director of Administrative Services