



Minutes
City of Burlington Plan Commission
March 14, 2017, 6:30 p.m.

Mayor Jeannie Hefty called the Plan Commission meeting to order at 6:30 p.m. Roll call: Alderman Tom Vos and Bob Grandi; Commissioners Darrel Eisenhardt; and Chad Redman were present. Commissioners Chris Reesman and Andy Tully were excused.

APPROVAL OF MINUTES

Alderman Vos moved, and Commissioner Redman seconded to approve the minutes of February 14, 2017. All were in favor, and the motion carried.

LETTERS & COMMUNICATIONS

None

CITIZEN COMMENTS

None

Mayor Hefty introduced Jack Schoepke as the representative for Burlington High School, as well as recognized the 10 Boy Scout guests from St. Mary's Grade School.

PUBLIC HEARINGS

A. A Public Hearing to hear public comments regarding a Conditional Use application from Creature Comforts, LLC for property located at 2548 S. Teut Road to add a dog grooming business in an accessory building.

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

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

OLD BUSINESS

A. Consideration to approve an extension of a Conditional Use Permit application for one year for Cretex Materials, Inc. for property located at 500 W. Market Street. This item was tabled at the February 14, 2017 meeting.

- Mayor Hefty opened this item for discussion.
- Gregory Guidry, Building Inspector, stated the original Conditional Use Permit was issued in 1994 and amended in 2003. Mr. Guidry stated the file should be updated with new aerial photos and other reports. Mr. Guidry contacted the DNR, Racine County and Kapur &

Associated to see if reports have been turned into them and they all said nothing has been received. Mr. Guidry supplied Carl Beck of Cretex a list of outstanding items to be submitted to the City. Mr. Beck replied to Mr. Guidry, which was supplied to the Commissioners. Commissioner Grandi asked if Mr. Beck's responses were new info since the February 14, 2017 meeting. Mr. Guidry replied yes, but did not agree with Mr. Beck's responses. Mayor Hefty asked if any noise complaints have been received. Mr. Carl sated he has not received any complaints of any kind within the 23 years. Mr. Beck stated a reclamation plan was approved in 2004 and was not necessary to submit to the City at this time. Much discussion was had by Mr. Beck and Mr. Guidry regarding this property. Mr. Guidry stated he would just like the files updated.

- Commissioner Eisenhardt questioned what the difference between reclamation and restoration meant. Teagan Yonash, 441 Westridge Avenue, Burlington, resident, answered reclamation means that an area was planned for in the end and restoration means to restore to its original state.
- Alderman Vos suggested that Mr. Guidry, Kapur & Associates and Mr. Beck get together and go over any documents being requested before it is brought back on the agenda.
- There were no further comments.

Alderman Vos moved, and Commissioner Eisenhardt seconded to table the extension of a Conditional Use application after a meeting between the three parties have taken place.

All were in favor and the motion carried.

NEW BUSINESS

A. Consideration to approve a Conditional Use application from Sandra Miller of Creature Comforts, LLC for property located at 2548 S. Teut Road to add a dog grooming business in an accessory structure, subject to Graef's March 2, 2017 memorandum to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Mr. Guidry explained the vet clinic is existing and would like to add a service by turning the accessory building into a dog grooming business. Tanya Fonseca, from Graef, stated the requirement for 13 parking spaces will be waived, allowing only 11 parking spaces, as this is a complimentary facility. Commissioner Redman asked if the fire system will be required to meet codes, as well as the heating of the building. Mr. Guidry replied yes.
- There were no further comments.

Alderman Vos moved, and Commissioner Redman seconded to approve a Conditional Use application for a dog grooming business.

All were in favor and the motion carried.

B. Consideration to recommend approval to the Common Council of a Certified Survey Map Amendment application from Lynch Ventures, LLC for property located at 180 Industrial Drive to combine two lots into one parcel, subject to Graef's March 10, 2017 memorandum to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Mr. Guidry stated that Lynch would like to add to the existing plant, which happens to straddle two property lines with one building, thus asking for a lot consolidation.
- There were no further comments.

Alderman Grandi moved, and Commissioner Eisenhardt seconded to recommend approval of a Certified Survey Map Amendment to combine the two lots into one parcel.

All were in favor and the motion carried.

C. Consideration to approve a Site Plan from Lynch Ventures, LLC for property located at 180 Industrial Drive, to expand Lynch Display Van's production facility with alterations to the parking lot, subject to Graef's March 10, 2017 and Kapur's March 9, 2017 memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Mr. Guidry explained that anyone who requests to expand the parking lot and building addition is required to apply for a Site Plan. Mr. Guidry also stated a few problems were waived, such as eliminating the islands for ease of moving larger trucks. Ms. Fonseca commented that new standards had come in effect since the Industrial Park was built, for example, most sites do not have curb and gutter. Alderman Grandi questioned when construction would start. Kurt Petrie, owner, replied they would like to get started in April.
- There were no further comments.

Commissioner Redman moved, and Alderman Grandi seconded to approve a Site Plan to expand Lynch Display Van's production facility and changes to the parking lot.

All were in favor and the motion carried.

D. Consideration to recommend approval to the Common Council of a Rezone Map Amendment application from Michelle Peterson of MPC Property Management for property located at 173 S. Perkins Blvd. to rezone from I-1, Institutional District to Rs-3, Single-Family Residential District, subject to Graef's March 2, 2017 memorandum to the Plan Commission.

- Mayor Hefty opened this item for discussion.

- Mr. Guidry explained this building owned by St. John the Divine Church was previously used as a daycare and currently is rented out for a single-family residence. Mr. Guidry stated although rezoning this property to Rs-3, Single-Family Residential is called spot zoning, it would avoid applying for a Conditional Use Permit if zoned to Rd-2, Two-Family Residential. Ms. Fonseca stated most homes in the area are single-family and Rs-3 made most sense. Alderman Vos commented that the adjacent lot is zoned as Rd-2 and is currently used as a duplex, but previously it was used as a single-family home.

Commissioner Eisenhardt moved, and Commissioner Redman seconded to recommend approval to rezone from I-1, Institutional District to Rs-3, Single-Family Residential.

ADJOURNMENT

Alderman Grandi moved, and Commissioner Redman seconded to adjourn the meeting at 7:12 p.m. *All were in favor and the motion carried.*

Recording Secretary
Kristine Anderson
Administrative Assistant