



Minutes
City of Burlington Plan Commission
April 11, 2017, 6:30 p.m.

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

APPROVAL OF MINUTES

Alderman Grandi moved, and Commissioner Eisenhardt seconded to approve the minutes of March 14, 2017. All were in favor, and the motion carried.

LETTERS & COMMUNICATIONS

None

CITIZEN COMMENTS

None

PUBLIC HEARINGS

None

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 and March 14, 2017 meetings.

- 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 explained after meeting with Carl Beck of Cretex and Kapur & Associates, the City received the information that was requested, plus an aerial photo will be taken in the Fall after the leaves have fallen. Alderman Grandi stated in Mr. Guidry's letter, there was a comment regarding the clear cutting of the trees, and questioned how far into the property line the trees were cut and why. Mr. Guidry replied the trees were heavily diseased and were cut up to the property line to prevent further disease spread. Mr. Guidry also stated with the aerial photo, there will be a better view of the property lines. Mr. Beck stated an aerial photo was sent to the City. Carina Walters, City Administrator, commented that this photo was not detailed enough. Mr. Beck stated some of the trees on higher land were not diseased. Alderman Grandi also questioned about the well drilling on City property. Mr. Guidry answered that the wells were not on City property, like originally thought.

- There were no further comments.

Commissioner Redman moved, and Commissioner Eisenhardt seconded to approve the extension of a Conditional Use for one year.

Aye 4, Commissioners Redman; Eisenhardt; Reesman; and Tully. Nay 1, Alderman Grandi. Motion carried 4-1.

NEW BUSINESS

A. Consideration to approve a Site Plan application from ABC Supply for property located at 681 S. Kane Street for additional pavement and outdoor storage, subject to Graef's April 3, 2017 and Kapur & Associates' March 27, 2017 memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Mr. Guidry explained that ABC Supply would like to expand to allow for more storage facilities for their materials due to the increase in business. The expansion would include additional fencing, security, and driveway. Tanya Fonesca, Graef, stated a few requirements have been waived due to the surrounding properties' zoning.
- Commissioner Tully stated in the industrial park there was only one drive for the entrance and exit off of Market Street. Commissioner Tully asked if there were any plans in the future for an additional drive. Ms. Walters explained there is a property on the other side of the industrial park and in the past the owners of that property asked the City if they would be interested in purchasing this property. Due to finances it was not possible and no one has approached the City since. Currently, there are no plans for the additional drive.
- There were no further comments.

Alderman Grandi moved, and Commissioner Tully seconded to approve a Site Plan application for the expansion of the parking lot and storage.

All were in favor and the motion carried.

B. Consideration to recommend approval to the Common Council of a Rezone Map Amendment application from Charles Albee for property located at 317 McHenry Street to rezone the property from B-3, Professional Office to Rs-3, Single-Family Residential, subject to Graef's April 3, 2017 memorandum to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Mr. Guidry explained the owner requested to have a mother-in-law living quarters and by rezoning to Rs-3 it is more appropriate for the surrounding properties, plus it eliminates the spot zoning. Charles Albee, owner, stated that this property used to be an insurance business and a residence, but would like to have it as a residential for selling purposes instead of

applying for a commercial loan. Mr. Albee stated there is a potential buyer contingent on the approval.

- There were no further comments.

Commissioner Tully moved, and Alderman Grandi seconded to recommend approval of a Rezone Map Amendment to rezone from B-3, Professional Office to Rs-3, Single-Family Residential.

All were in favor and the motion carried.

C. Consideration to recommend approval to the Common Council of an Extraterritorial Certified Survey Map from Timothy & Joan Warren for property located at 30561 Bushnell Road in the Town of Burlington, subject to Graef's April 3, 2017 memorandum to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- Mr. Guidry explained the owners would like this farm property to have multiple parcels, which meets the City master plan requirements. Ms. Fonesca stated this was an unusual circumstance the way they wanted it split. Commissioner Eisenhardt questioned if the minimum acres for the Town of Burlington is 5 acres. Tim Warren, owner, replied yes, it is 5 acres for a subdivision in the Town of Burlington.

Commissioner Redman moved, and Commissioner Reesman seconded to recommend approval of an Extraterritorial Certified Survey Map for 30561 Bushnell Road in the Town of Burlington.

All were in favor and the motion carried.

ADJOURNMENT

Alderman Grandi moved, and Commissioner Eisenhardt seconded to adjourn the meeting at 6:49 p.m.
All were in favor and the motion carried.

Recording Secretary
Kristine Anderson
Administrative Assistant