



AGENDA
PLAN COMMISSION
Tuesday, November 14, 2017 at 6:30 p.m.
Common Council Chambers, 224 East Jefferson Street

Mayor Jeannie Hefty, Chairman
Tom Vos, Aldermanic Representative
Bob Grandi, Aldermanic Representative
Chad Redman, Commissioner
Andy Tully, Commissioner
John Ekes, Commissioner
Art Gardner, Commissioner
Samuel Jorudd, Student Representative
Aysha Schiller, Student Representative

1. Call to Order
2. Roll Call
3. Approval of the minutes of October 10, 2017
4. Letters and Communications: None
5. Citizen Comments
6. Public Hearings: None
7. Old Business: None
8. New Business:
 - A. Consideration to recommend approval to the Common Council of an Extraterritorial Certified Survey Map from Christopher Litzau on behalf of Great Lakes Community Conservation Corps., Inc. for property located at 34525 Walburg Lane in the Town of Burlington to subdivide a parcel, subject to Graef's November 6, 2017 memorandum to the Plan Commission.
9. Adjournment.

Note: If you are disabled and have accessibility needs or need information interpreted for you, please call the City Clerk's Office at 262-342-1161 at least 24 hours prior to the meeting.

Note: Notice is hereby given that a majority of the members of the Common Council may be present at the meeting. Although this may constitute a quorum of the Council, the Council will not take any action at this meeting.



PLAN COMMISSION

ITEM NUMBER: 8A

DATE: November 14, 2017

SUBJECT: Consideration to recommend approval for an ETZ Certified Survey Map application at 34525 Walburg Lane

SUBMITTED BY: Gregory Guidry, Building Inspector and Zoning Administrator

PROJECT/SCOPE:

As part of the City's Extraterritorial Plat Approval Jurisdiction Area, which includes any area within 1.5 miles of the City of Burlington, all divisions and subdivisions of land shall be reviewed by the Plan Commission and Common Council. The purpose of this is to enable the City to extend regulations to adjacent land that could affect quality of life within the city. The Extraterritorial Zoning District (ETZ) represents a city's potential growth boundary, both with respect to its future tax base and municipal service area.

This Certified Survey Map has been submitted for review by Christopher Litzau on behalf of Great Lakes Community Conservation Corps., Inc. for property located at the 34525 Walburg Lane in the Town of Burlington. The applicants would like to subdivide one parcel to create Proposed Lots 1 and 2. Proposed Lot 1 will have 2.0 acres and contain an existing accessory structure of approximately 2,600 square feet. Proposed Lot 2 will have 2.0 acres and contain an existing single-family residence, an accessory structure of approximately 972.4 square feet, and an outhouse. The two Proposed Lots will retain the current zoning classification and land use designation.

The Town of Burlington Planning and Zoning Committee will consider this CSM at their November 9, 2017 meeting.

ZONING:

The parcel is located in the Town of Burlington.

RECOMMENDATION:

Graef recommends approval of this ETZ Certified Survey Map, subject to the items listed in the memorandum.

TIMING/IMPLEMENTATION:

This item is for consideration at the November 14, 2017 Plan Commission meeting and will be placed on the November 21, 2017 Committee of the Whole and Common Council meeting for final consideration the same night.



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414 / 259 1500
414 / 259 0037 fax
www.graef-usa.com

collaborāte / formulāte / innovāte

MEMORANDUM

TO: Plan Commission
City of Burlington

Copies to: Carina Walters, City Administrator
Megan Watkins, Director of Administrative Services
Gregory Guidry, Building Inspector
Gregory Governatori, City Engineer, Kapur & Associates, Inc.
Timothy C. Lynch, P.E., Town of Burlington Engineer
Christopher Litzau, Great Lakes Community Conservation Corps, Inc., Applicant

FROM: GRAEF
Kristian Vaughn
Tanya Fonseca, AICP

DATE: November 6, 2017

SUBJECT: Review of Certified Survey Map for Land Division at 34525 Walburg Lane, Town of Burlington

A. PURPOSE

- 1) Consider for approval the Extraterritorial Zoning District Certified Survey Map from Christopher Litzau of Great Lakes Community Conservation Corps., Inc. for property located at 34525 Walburg Lane in the Town of Burlington.

B. RECOMMENDATION

Based upon the review of the submitted materials, GRAEF recommends that the Plan Commission recommend to the Common Council the **APPROVAL** of the following:

- a. The Extraterritorial Zoning District Certified Survey Map from Christopher Litzau of Great Lakes Community Conservation Corps., Inc. for property located at 34525 Walburg Lane in the Town of Burlington.

C. BACKGROUND

Pursuant to City of Burlington Municipal Code §278-2 and upon referral by the Town of Burlington, we reviewed the certified survey map (CSM) of Christopher Litzau of Great Lakes Community Conservation Corps, Inc. (Applicant) to subdivide parcel 002-02-19-18-016-206 at 34525 Walburg Lane in the Town of Burlington.



The intent of the Applicant is to subdivide parcel 002-02-19-18-016-206 to create Proposed Lots 1 and 2. Proposed Lot 1 will have 2.0 acres and contain an existing accessory structure of approximately 2,600 square feet. Proposed Lot 2 will have 2.0 acres and contain an existing single-family residence, an accessory structure of approximately 972.4 square feet, and an outhouse. The two Proposed Lots will retain the current zoning classification and land use designation of parcel 002-02-19-18-016-206, which are Racine County zoning classification "R-2 Suburban Residential District (Unsewered)" and land use designation "Residential-Unsewered."

Note: Proposed Lot 1 will contain an accessory structure on a residential lot without a principal structure. As a principal structure is required for occupancy of the property, the construction of a principal structure is required before any occupancy of use can be issued for Proposed Lot 1.

The Applicant submitted the following materials:

- a. Certified Survey Map of the Subdivision of Parcel 002-02-19-18-016-206 (3 sheets, as prepared by Robert J. Wetzel, PLS of B.W. Surveying, Inc., dated October 9, 2017)
- b. Proposed Lot 1 Soil Evaluation Report – Report & Hand Sketch (3 sheets, as prepared by Kenneth P. Kretschmer, dated October 4, 2017)
- c. Proposed Lot 2 Soil Evaluation Report – Report & Hand Sketch (3 sheets, as prepared by Kenneth P. Kretschmer, dated October 4, 2017)
- d. Racine County GIS WebMap of Parcel 002-02-19-18-016-206 (1 sheet, dated October 9, 2017)

It is the understanding of GRAEF that reviews and comments on all engineering-related aspects of the certified survey map are to be accomplished by the engineer for the Town and/or City of Burlington. Therefore, GRAEF defers all engineering-related review and comment to that party.

D. COMPLIANCE WITH MUNICIPAL CODE §278-22 "MINOR LAND DIVISION (CERTIFIED SURVEY MAP)"

Pursuant to Municipal Code §278-22, a certified survey map is the appropriate tool to subdivide parcel 002-02-19-18-016-206, as the subdivision will create two – but no more than four – parcels and the parcels are greater than 1.5 acres in size. As the Applicant submitted a CSM, the materials are compliant.

E. COMPLIANCE WITH ARTICLE VI "CERTIFIED SURVEY MAP" OF BURLINGTON MUNICIPAL CODE CHAPTER 278 "SUBDIVISION OF LAND"

The Applicant's CSM currently complies with the provisions in §278-38 "General requirements" and §278-39 "Additional information."

F. LAND USE AND ZONING CONSIDERATIONS

In addition to considering the compliance of the Applicant's request with the City of Burlington Municipal Code in Sections D and E of this memorandum, compliance with Racine County land use planning documents, the County Zoning Code, proximity to the delineated Planned Sewer Service Area Boundary, and the presence of environmental corridors should be considered.

I. Compliance with "A Multi-Jurisdictional Comprehensive Plan for Racine County: 2035"

"Map 12 – Recommended Land Use Plan for the Town of Burlington: 2035" (page D-25, *A Multi-Jurisdictional Comprehensive Plan for Racine County: 2035*) indicates that the land use designation of Proposed Lots 1 and 2 will remain as single-family residential, specifically "Residential - Unsewered." As Proposed Lots 1 and 2 will retain the current land use designation of parcel 002-02-19-18-016-206, the parcel subdivision is compliant.

II. Compliance with Racine County Zoning Classification "R-2 Suburban Residential District (Unsewered)"

Proposed Lots 1 and 2 are compliant with the following provisions enumerated in Racine County Code of Ordinances Division 3 "R-2 Suburban Residential District (Unsewered)":

§20-257 Area Requirements: Proposed Lots 1 and 2 conform to the area requirements in the R-2 classification with respect to lot width and area.

§20-258 Yard Setback Requirements: The existing structures on Proposed Lots 1 and 2 conform to the yard setback requirements in the R-2 classification.

III. SEWRPC Delineated Planned Sanitary Sewer Service Area

Proposed Lots 1 and 2 fall within the Planned Sanitary Sewer Service Area, as described in the Southeastern Wisconsin Regional Planning Commission's (SEWRPC) "Amendment to the Regional Water Quality Management Plan – City of Burlington" (adopted September 2014). However, Proposed Lots 1 and 2 are not currently served by sanitary sewer; and, future land use planning documents indicate that they will remain as unsewered lots. Any further construction on Proposed Lot 2 and any new construction on Proposed Lot 1 would need to upgrade or install a private onsite wastewater treatment system (POWTS).

IV. Environmental Corridors

The "Town of Burlington 2035 Land Use Plan"¹ map provided in the 2008 Town of Burlington Land Use Plan does not indicate the presence of environmental corridor on or in the immediate vicinity of Proposed Lots 1 and 2.

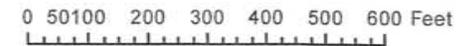
¹ Available via the Town of Burlington: <http://www.tn.burlington.wi.gov/docview.asp?docid=3560&locid=142>, accessed 29 June 2017.

ArcGIS WebMap



October 9, 2017

-  Quarter Quarter Section
-  Quarter Section
-  PLSS Sections
-  Municipal Boundaries
-  Water lines
-  Waterbody
-  Tax Parcels



Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey,

CERTIFIED SURVEY MAP NO. _____.

BEING A REDIVISION OF LOT 6 OF WALBURG ESTATES, AS RECORDED ON APRIL 20, 2006 IN THE OFFICE OF THE REGISTER OF DEEDS IN AND FOR RACINE COUNTY, WISCONSIN AS DOCUMENT NO. 2081476 AND BEING LOCATED IN PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 AND PART OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 18, TOWNSHIP 2 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN IN THE TOWNSHIP OF BURLINGTON, COUNTY OF RACINE AND STATE OF WISCONSIN.

OWNERS: GREAT LAKES COMMUNITY CONSERVATION CORPS, INCORPORATED
4419 WASHINGTON ROAD
KENOSHA, WI 53144

PREPARED BY: B.W. SURVEYING, INC.
412 N. PINE STREET
BURLINGTON, WI 53105
JOB NO. 9461-CSM

LEGAL DESCRIPTION:

BEING A REDIVISION OF LOT 6 OF WALBURG ESTATES, AS RECORDED ON APRIL 20, 2006 IN THE OFFICE OF THE REGISTER OF DEEDS IN AND FOR RACINE COUNTY, WISCONSIN AS DOCUMENT NO. 2081476 AND BEING LOCATED IN PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 AND PART OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 18, TOWNSHIP 2 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN IN THE TOWNSHIP OF BURLINGTON, COUNTY OF RACINE, STATE OF WISCONSIN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE SOUTH 1/4 CORNER OF SAID SECTION 18, THENCE NORTH 01°27'57" WEST ALONG THE WEST LINE OF SAID SOUTHEAST 1/4 SECTION 2356.85 FEET; THENCE SOUTH 88°22'09" EAST 389.08 FEET TO A FOUND IRON PIPE AT THE NORTHWEST CORNER OF SAID LOT 6 AND THE PLACE OF BEGINNING OF THIS DESCRIPTION; THENCE CONTINUE SOUTH 88°22'09" EAST 414.28 FEET TO A FOUND IRON PIPE; THENCE NORTH 81°05'02" EAST 19.13 FEET TO A FOUND IRON PIPE AT THE NORTHEAST CORNER OF SAID LOT 6; THENCE SOUTH 08°56'17" EAST 150.00 FEET TO A FOUND IRON PIPE; THENCE SOUTH 00°28'21" WEST 230.65 FEET TO FOUND IRON PIPE AT THE SOUTHEAST CORNER OF SAID LOT 6; THENCE SOUTH 85°41'14" WEST 428.87 FEET TO A FOUND IRON PIPE AT THE SOUTHWEST CORNER OF SAID LOT 6; THENCE NORTH 03°38'43" WEST 420.75 FEET TO THE PLACE OF BEGINNING. CONTAINING 4.00 ACRES OF LAND, MORE OR LESS.

SURVEYOR'S CERTIFICATE:

I, ROBERT J. WETZEL, DO HEREBY CERTIFY THAT AT THE DIRECTION OF CHRISTOPHER LITZAU AS EXECUTIVE DIRECTOR OF THE GREAT LAKES COMMUNITY CONSERVATION CORPS, INCORPORATED, I HAVE SURVEYED THE LAND DESCRIBED HEREON AND THAT THE MAP SHOWN IS A CORRECT REPRESENTATION OF ALL LOT LINES AND THAT I HAVE FULLY COMPLIED WITH CHAPTER 236.34 OF THE WISCONSIN STATUTES, TOWN OF BURLINGTON LAND DIVISION ORDINANCE AND THE CITY OF BURLINGTON SUBDIVISION OF LAND ORDINANCE.

DATED THIS 9TH DAY OF OCTOBER, 2017


ROBERT J. WETZEL S-1778



CERTIFIED SURVEY MAP NO. _____

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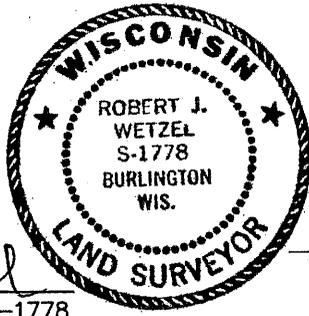
PREPARED FOR: GREAT LAKES COMMUNITY CONSERVATION CORPS, INCORPORATED
4419 WASHINGTON ROAD
KENOSHA, WI 53144

PREPARED BY: B.W. SURVEYING, INC.
412 N. PINE STREET
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(262)-767-0225
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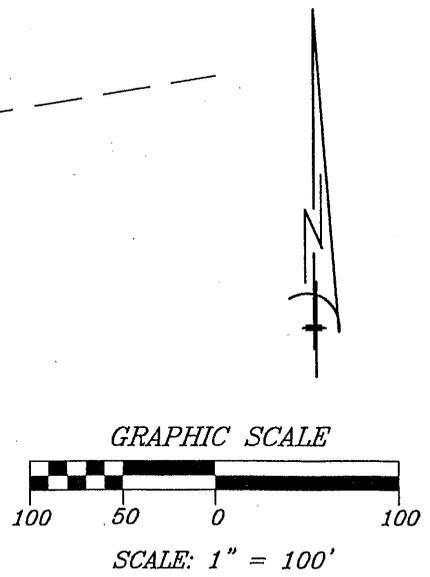
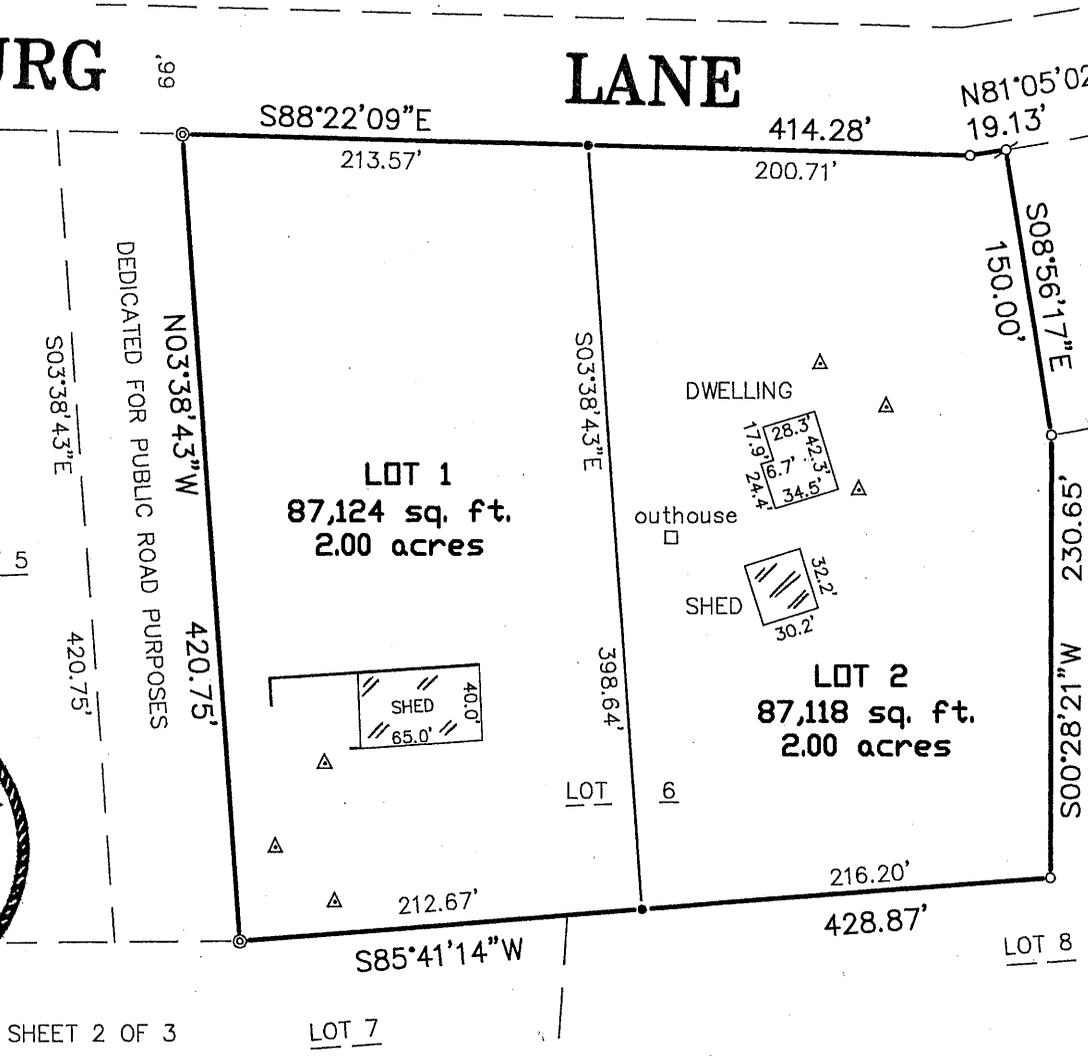
CENTER SECTION 18-2-19
S01°27'57"E
287.26'
WEST LINE SOUTHEAST 1/4 SECTION 18-2-19
N01°27'57"W
2356.85'
2644.11'
SOUTH 1/4 CORNER SECTION 18-2-19

WALBURG LANE

- LEGEND**
- FOUND CAST-IRON MONUMENT WITH BRASS CAP
 - FOUND 1.375" O.D. IRON PIPE
 - SET 1.375" O.D. X 18" IRON PIPE WEIGHING NOT LESS THAN 1.68 POUNDS PER LINEAL FOOT.
 - ⊙ FOUND 2.375" O.D. X 18" IRON PIPE
 - ⊘ FOUND 1" O.D. IRON PIPE
 - △ SOIL BORING
- ZONED: R-2
PRINCIPAL STRUCTURE SETBACKS
STREET YARD = NOT LESS THAN 50 FEET
SIDE YARD = NOT LESS THAN 15 FEET
REAR YARD = NOT LESS THAN 50 FEET



Robert J. Wetzel
ROBERT J. WETZEL S-1778
OCTOBER 9, 2017



BEARINGS HEREON RELATE TO THE SOUTH LINE OF WALBURG LANE, ASSUMED BEARING SOUTH 88°22'09" EAST.

CERTIFIED SURVEY MAP NO. _____.

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OWNER'S CERTIFICATE:

I, CHRISTOPHER LITZAU, AS EXECUTIVE DIRECTOR OF THE GREAT LAKES COMMUNITY CONSERVATION CORPS, INCORPORATED, HEREBY CERTIFY THAT I CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, DIVIDED, AND MAPPED AS REPRESENTED HEREON.

DATED THIS _____ DAY OF _____, 201

CHRISTOPHER LITZAU, EXECUTIVE DIRECTOR

TOWN OF BURLINGTON TOWN BOARD APPROVAL:

THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED BY THE TOWN OF BURLINGTON TOWN BOARD ON THIS _____ DAY OF _____, 201 .

RALPH RICE TOWN CHAIRMAN _____
ADELHEID STREIF TOWN CLERK

CITY OF BURLINGTON APPROVAL (EXTRATERRITORIAL):

THIS CERTIFIED SURVEY MAP IS HEREBY APPROVED BY THE CITY OF BURLINGTON COMMON COUNCIL ON THIS _____ DAY OF _____, 201 .

JEANNIE HEFTY MAYOR _____
DIAHNN HALBACH CLERK

DATED THIS 9TH DAY OF OCTOBER, 2017


ROBERT J. WETZEL S-1778



RESOLUTION NO. -----
Introduced by: Committee of the Whole

**A RESOLUTION APPROVING A CERTIFIED SURVEY MAP FOR CHRISTOPHER LITZAU
FOR PROPERTY LOCATED ON 34525 WALBURG LANE IN THE TOWN OF BURLINGTON,
WITHIN THE CITY'S EXTRATERRITORIAL PLAT JURISDICTION**

WHEREAS, the Plan Commission of the City of Burlington has reviewed a certified survey map shown hereon, proposed and submitted by Christopher Litzau for property located on 34525 Walburg Lane in the Town of Burlington; for property described as:

BEING A REDIVISION OF LOT 6 OF WALBURG ESTATES, AS RECORDED ON APRIL 20, 2006 IN THE OFFICE OF THE REGISTER OF DEEDS IN AND FOR RACINE COUNTY, WISCONSIN AS DOCUMENT NO. 2081476 AND BEING LOCATED IN PART OF THE NORTHWEST ¼ OF THE SOUTHEAST ¼ AND PART OF THE NORTHEAST ¼ OF THE SOUTHWEST ¼ OF SECTION 18, TOWNSHIP 2 NORTH, RANGE 19 EAST OF THE FOURTH PRINCIPAL MERIDIAN IN THE TOWNSHIP OF BURLINGTON, COUNTY OF RACINE, STATE OF WISCONSIN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCE AT THE SOUTH ¼ CORNER OF SAID SECTION 18, THENCE NORTH 01°27'57" WEST ALONG THE WEST LINE OF SAID SOUTHEAST ¼ SECTION 2356.85 FEET: THENCE SOUTH 88°22'09" EAST 389.08 FEET TO A FOUND IRON PIPE AT THE NORTHWEST CORNER FO SAID LOT 6 AND THE PLACE OF BEGINNING OF THIS DESCRIPTION; THENCE CONTINUE SOUTH 88°22'28" EAST 414.28 FEET TO A FOUND IRON PIPE; THENCE NORTH 81°05'02" EAST 19.13 FEET TO A FOUND IRON PIPE AT THE NORTHEAST CORNER OF SAID LOT 6; THENCE SOUTH 08°56'17" EAST 150.00 FEET TO A FOUND IRON PIPE; THENCE SOUTH 00°28'21" WEST 230.65 FEET TO FOUND IRON PIPE AT THE SOUTHEAST CORNER OF SAID LOT 6; THENCE SOUTH 85°41'14" WEST 428.87 FEET TO A FOUND IRON PIPE AT THE SOUTHWEST CORNER OF SAID LOT 6; THENCE NORTH 03°38'43" WEST 420.75 FEET TO THE PLACE OF BEGINNING. CONTAINING 4.00 ACRES OF LAND, MORE OR LESS.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Burlington, Racine County and Walworth County, State of Wisconsin, that the attached certified survey map prepared on October 9, 2017 by Robert J. Wetzel, WLS, is hereby approved.

BE IT FURTHER RESOLVED that the City Clerk shall forward a copy of this resolution to the Town of Burlington Clerk, 32288 Bushnell Road, Burlington, WI 53105; Julie Anderson, Director, Racine County Planning and Development, 14200 Washington Ave., Sturtevant, WI 53177; and Walworth County Land Use and Resource Management, W3929 County Road NN, Elkhorn, WI 53121.

Introduced: November 21, 2017
Adopted: _____, 2017

Jeannie Hefty, Mayor

Attest:

Diahnn Halbach, City Clerk