



**Minutes**  
**City of Burlington Plan Commission**  
**April 10, 2018, 6:30 p.m.**

Alderman Bob Grandi called the Plan Commission meeting to order at 6:31 p.m. Roll call: Alderman Tom Vos; Commissioners Andy Tully; John Ekes; and Art Gardner were present. Mayor Jeannie Hefty and Commissioner Chad Redman were excused. Student Representatives Samuel Jorudd and Aysha Schiller were present.

Alderman Grandi announced he will be retaining his right to vote.

**APPROVAL OF MINUTES**

Alderman Vos moved, and Commissioner Ekes seconded to approve the minutes of March 13, 2018. All were in favor and the motion carried.

**LETTERS & COMMUNICATIONS**

None

**CITIZEN COMMENTS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**A. Consideration to recommend approval to the Common Council of an ordinance to consider annexing territory located at 6320 S. Pine Street to the City of Burlington and will be temporarily zoned A-1, Agricultural/Holding District.**

- Alderman Grandi opened this item for discussion.
- Carina Walters, City Administrator, explained this item is related to the Burlington Manufacturing and Office Park District that Council approved the annexation to incorporate into the City. Ms. Walters further explained staff recommends keeping the same zoning temporarily as A-1, because once it comes into the City it will receive a higher city portion of tax bracket, however, it will continue to remain under that category which will allow the flexibility for that. Ms. Walters stated that once the plan development is finalized, then the zoning can be changed appropriately.
- There were no further comments.

Alderman Vos moved, and Commissioner Ekes seconded to recommend approval of the temporary A-1 zoning.

*All were in favor and the motion carried.*

**B. Consideration to approve a Site Plan application from Kempken Real Estate for property located at 1200 Raptor Court, Unit 1 & 2 for a driveway relocation and additional parking pad, subject to Graef’s April 3, 2018 memorandum to the Plan Commission.**

- Alderman Grandi opened this item for discussion.
- Gregory Guidry, Building Inspector, explained an additional parking pad was being proposed because of the driveway relocation, this way cars will not be sticking out onto the sidewalk or the road when parked in front of the garage. Tanya Fonesca, Graef, stated this is not unusual for duplexes to have a parking pad.
- Commissioner Ekes asked if the duplex is also being moved back. Ms. Fonesca replied they have to move the unit back because of the utilities. Mr. Bjelajac explained the plans showed a shortened driveway with a bigger setback, thus the additional parking pad was proposed. Mr. Bjelajac stated that Mr. Guidry issued a permit with what was presented to him, which was correct. Commissioner Ekes questioned if the original plans were wrong. Mr. Bjelajac and Ms. Fonesca responded no, they were just different than what was originally approved on the master plan submitted by the same developers when the development was first presented, and that is why the developers needed to come back to Plan Commission for approval of the parking pad.
- There were no further comments.

Commissioner Tully moved, and Commissioner Ekes seconded to approve the Site Plan to approve the driveway relocation and additional parking pad.

*All were in favor and the motion carried.*

Alderman Vos stated he would recuse himself since he was the next item on the agenda and Peter Scherrer would be representing Rojo Popcorn. Alderman Vos commented he wanted to express his heartfelt thank you to all the current and past Planning Commission members, as well as Mr. Bjelajac and Ms. Walters for being quality type people and will miss each and every one on the Plan Commission and Council, but it is time to move on. Alderman Grandi stated he learned a lot serving with him and wished him the best of luck.

**C. Consideration to approve a Site Plan application from Peter Scherrer Group for property located at 171 Industrial Drive to add on to the existing building for cold storage for Rojo Popcorn Troy-Star Packaging, subject to Graef’s April 3, 2018, Kapur & Associates’ April 3, 2018 and Fire Department’s April 4, 2018 memorandums to the Plan Commission.**

- Alderman Grandi opened this item for discussion.
- Ms. Fonesca explained the applicant is proposing a driveway onto Industrial Drive which will be the second driveway entrance, as well as the building expansion for cold storage. Peter Scherrer, Peter Scherrer Group, gave a visual presentation for where the cold storage expansion will go, which will be on the south side of the building. Mr. Scherrer stated the truck traffic is being reconfigured for improvement. Alderman Grandi asked about the site-

line concerns that were stated in the review to be reviewed by Kapur & Associates. Ms. Fonesca stated Kapur & Associates is to confirm that the driveway for truck traffic and semi turning are in compliance. Commissioner Gardner stated he supports the growth and investment for the expansion of businesses.

- There were no further comments.

Commissioner Ekes moved, and Commissioner Gardner seconded to approve the Site Plan for the cold storage.

*All were in favor and the motion carried.*

Commissioner Gardner asked what the update was for Jeff Way's property located at 1157 Milwaukee Avenue. Ms. Walters stated Mr. Way was scheduled for closed session March 20, 2018, however, Mr. Guidry worked with Mr. Way and it was indicated that Mr. Way would be removing 15-20 cars per week, which would take another 5-6 weeks to remove the vehicles. Ms. Walters and Mr. Bjelajac commented that as long as vehicles are moving out, Mr. Way will not go to Racine County for court, unless there is no progress by the May 1, 2018 Common Council meeting. Commissioner Gardner questioned who is responsible for cleaning oil spills once Mr. Way has removed all the vehicles. Mr. Bjelajac answered it can be between the property owner and the tenant. Mr. Bejelajac also responded this property is for sale and has a potential buyer, sometimes the buyer is responsible for the clean-up costs. Commissioner Ekes stated the City gave Mr. Way plenty of time, even after the deadline, and since nothing has not been completed, feels there should be a different route to take for future issues.

### **ADJOURNMENT**

Commissioner Ekes moved, and Commissioner Gardner seconded to adjourn the meeting at 6:55 p.m.

*All were in favor and the motion carried.*

Recording Secretary  
Kristine Anderson  
Administrative Assistant