



Minutes
City of Burlington Plan Commission
July 9, 2019, 6:30 p.m.

Alderman Bob Grandi called the Plan Commission meeting to order at 6:30 p.m. Roll call: Alderman Tom Preusker; Commissioners Chad Redman; Andy Tully; John Ekes; and Art Gardner were present. Mayor Jeannie Hefty was excused.

Alderman Grandi stated he would retain his right to vote.

APPROVAL OF MINUTES

Commissioner Redman moved, and Commissioner Gardner seconded to approve the minutes of June 11, 2019. 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 Extraterritorial Certified Survey Map application from Janice Flanagan, for property located between 920 and 1316 S. Teut Road in the Town of Burlington to subdivide lots, subject to Graef's memorandum to the Plan Commission.

- Alderman Grandi opened this item for discussion.
- Tanya Fonesca, Graef, explained this property is close to City of Burlington's sewer and water, and informed the owner in the future they could annex into the city and hook-up to the sewer and water if they were interested. Art Naber, realtor, stated the owners are not interested in annexing or hooking up to City sewer and water.
- There were no further comments.

Commissioner Tully moved, and Commissioner Ekes seconded to recommend approval of an Extraterritorial Certifies Survey Map.

All were in favor and the motion carried.

B. Consideration to approve a Site Plan application from Thomas Stelling for property located at 671 W. State Street to construct a new eye clinic facility, subject to Graef's and Kapur & Associates' memorandums to the Plan Commission.

- Alderman Grandi opened this item for discussion.
- Tanya Fonesca, Graef, recommended the lighting plan be slightly revised to be zeroed out on the West side. Megan Watkins, Assistant City Administrator/Zoning Administrator, stated the annexation for this parcel was approved July 2, 2019.
- Commissioner Gardner commented there is already another eye care location, and asked if this facility is an additional location or is replacing the existing one. Mark Brower, owner, stated he plans on closing the other two offices and merge the practices into this new facility.
- Thomas Stelling, Stelling & Associates, explained the city engineer asked that the grading slope be lowered. The engineer made a comment on the report regarding the connection to city water, and the road will have to be cut to attach the sewer to the other side. Commissioner Tully asked if there was a need for a shared driveway with the neighboring properties. Mr. Stelling responded no, there will be a designated driveway from W. State Street to the back of the property. Alderman Preusker was concerned that the curb would be able to handle the drainage and flooding for adjacent properties. Mr. Stelling replied the city engineer was satisfied that there is a standard curb and gutter system, and the water would be going towards the back of the property. Mr. Stelling stated there would be less run-off than what currently exists today.
- There were no further comments.

Commissioner Gardner moved, and Alderman Preusker seconded to approve the Site Plan.

C. Public Hearing to hear public comments regarding a Conditional Use application from Ajinder Pal Singh for property located at 501 S. Pine Street to operate truck rental services (U-Haul trucks).

- Alderman Grandi opened the Public Hearing at 6:42 p.m.
- There were no comments.

Commissioner Redman moved, and Commissioner Gardner seconded to close the Public Hearing at 6:43 p.m.

All were in favor and the motion carried.

D. Consideration to approve a Conditional Use and Site Plan application from Ajinder Pal Singh for property located at 501 S. Pine Street to provide truck rental services (U-Haul trucks), subject to Graef's memorandum to the Plan Commission.

- Alderman Grandi opened this item for discussion.
- Ms. Fonesca explained this is an older site layout with some restraints. City staff has talked with the applicant about having the U-Haul trucks parked on the residential side with a fence between the station and the residential property, trash enclosure be supplied, general landscaping required, and removal of the unused phone booth. Ms. Fonesca further explained the fence may not work, since fuels trucks may not be able to maneuver around the fence.
- Ajinder Pal Singh stated the phone booth has been removed.
- Alderman Preusker questioned where the trucks will be parked and would like to see some type of barrier between the station and the residential property. Mr. Singh responded if there was a fence, in the winter there is no place to push the snow, plus no more than 2 or 3 trucks will be parked at one time. Garrett Moelk, U-Haul representative, mentioned he can restrict the size of the equipment and quantity of the trucks that come in. Mr. Singh stated he would prefer one truck facing the Pine Street side and two trucks on the Market Street side. Mr. Singh further stated his property is all concrete. Alderman Grandi asked if the Commissioners could put a 2-3 truck limit on the property. The Commissioners agreed that they could limit the number of trucks because of the size of the lot. Mr. Singh commented he would add landscaping, which would consist of planters.
- Commissioner Redman asked how people know where to return the trucks, if there are multiple locations, or if there are specific stalls for drop-offs. Mr. Moelk answered there is a designated traffic department to assign the drop-offs for the trucks.
- Megan Watkins, Assistant City Administrator/Zoning Administrator, stated currently Pine Street has four parking stalls, and State Street has five stalls.
- There were no further comments.

Commissioner Tully moved, and Alderman Preusker seconded to approve the Conditional Use and Site Plan to include a limit of three trucks at any time (two on Market Street side and one on Pine Street side), construct a dumpster enclosure within 90 days, enhance the landscaping on the residential side, no fence between the properties, and after hours drop-off to occur on the Pine Street side.

Commissioner Tully moved to amend, and Alderman Preusker seconded to approve the Conditional Use and Site Plan to include everything mentioned above, plus trucks dropped off after hours on Pine Street side shall be moved to Market Street side, and the Conditional Use shall be reviewed in one year.

The Commissioners agreed staff level can approve the trash enclosure, because of possible problems running into utilities.

All were in favor and the motion carried.

ADJOURNMENT

Alderman Preusker moved, and Commissioner Tully seconded to adjourn the meeting at 7:10 p.m.

All were in favor and the motion carried.

Recording Secretary

Kristine Anderson
Administrative Assistant