



**Minutes**  
**City of Burlington Plan Commission**  
**August 13, 2019, 6:30 p.m.**

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

**APPROVAL OF MINUTES**

Commissioner Redman moved, and Alderman Preusker seconded to approve the minutes of July 9, 2019. All were in favor and the motion carried.

**LETTERS & COMMUNICATIONS**

None

**CITIZEN COMMENTS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**A. Public Hearing to hear public comments regarding a Conditional Use application from WM Kenosha Racine, Inc. for property located at 400 S. Pine Street to store trucks and supplies in order to operate a lawn care business.**

- Mayor Hefty opened the Public Hearing at 6:33 p.m.
- Mary Anders, 409 S. Pine Street, stated she would like to know if the front of the building will stay clean and crisp as it is, and that all construction vehicles will be in back so it doesn't affect her property value of it becoming a junk yard.
- There were no further comments.

Alderman Grandi moved, and Commissioner Gardner seconded to close the Public Hearing at 6:34 p.m.

*All were in favor and the motion carried.*

**B. Consideration to approve a Conditional Use and Site Plan application from WM Kenosha Racine, Inc. for property located at 400 S. Pine Street to store trucks and supplies in order to operate a lawn care business, subject to Graef's, Kapur & Associates', and Fire Department's memorandums to the Plan Commission.**

- Mayor Hefty opened this item for discussion.
- Tanya Fonseca, Graef, explained the trucks will be kept in back. Ms. Fonseca recommended that the landscape and overall appearance meet the conforming requirements, add screening to the fence, and the parking area be paved within one year.
- Alderman Preusker stated it is a high traffic area and a highly visible corner coming from the south, and was concerned with the kicking of dust from all the gravel in the rear. Alderman Preusker asked if the ordinance for paving the lot was for aesthetics, or because of chemicals being used. Ms. Fonseca responded because the asphalt is giving the City would like to see the condition of the lot kept up, but is not a disturbance since it is only resurfacing. Ms. Fonseca stated this is a change of use, thus requires the lot to be paved.
- Brad Lois, Bear Realty, explained Weed Man Lawn Care is a new tenant with a 5-year lease who would like to make improvements to the property. Mr. Lois stated the full intention is to have the front of the building look appealing with some landscaping, fresh paint, and signage. Brandon Burns, Weed Man representative, explained the trucks will be kept in the rear of the building and the products will be stored inside.
- Commissioner Redman questioned since the vehicles would be stored outside overnight, is there consideration to replacing the driveway approach up to the fencing. Mr. Burns replied yes, that is something that could be done. The Commissioners agreed that the paving of the back lot within one year should not be waived. Commissioner Gardner stated the ordinance for paving is set in place for a reason. Mr. Burns asked how many stalls are required to be paved. Ms. Fonseca answered it is usually be based upon the square footage, but since there are no customers, it is based on the number of employees, with a minimum of 6 stalls. Commissioner Redman stated that he would like to see the screening for the fence, replace the approach, and asphalt the triangular surface or landscape it.
- There were no further comments.

Commissioner Redman moved, and Alderman Grandi seconded to approve the Conditional Use and Site Plan contingent they add screen to the fence, pave the approach off of Robert Street, pave 6 stalls for employees inside the fenced area within one year, and review the Conditional Use in one year.

*All were in favor and the motion carried.*

**C. Consideration to approve a Site Plan application from Jason Pyne for property located at Lynch Way and Buckley Street to construct a new facility for a dialysis clinic, subject to Graef's, Kapur & Associates', and Fire Department's memorandums to the Plan Commission.**

- Mayor Hefty opened this item for discussion.
- Ms. Fonseca explained there is enough space to build on that meet all the guidelines. The lights require clarification, and which days of the week of operation. The 40 parking stalls is a little below the requirement, but there are more ADA stalls than what is required. However,

with the City not wanting to overbuild parking lots, there can be an exception to have less stalls since there are multiple clinics regionally.

- Kurt Clapbridge, realtor, and Jason Pyne, lead architect, explained all patients get delivered by van or dropped off. Mr. Pyne stated the parking requirement can be less if there is more storage for the company, which there is.
- Alderman Preusker asked if the landscape is in front for the patients viewing. Mr. Pyne replied no, the windows would have to be so high for the cabinets underneath, but it is more for natural light. Mr. Pyne stated landscape is towards the street though. Mr. Pyne commented the hours are Monday thru Friday 6 am – 5 pm, with a possibility of expanding to Saturday hours, 6 am – 5 pm.
- Mayor Hefty questioned if there is an area where family members can sit with the patient like they do at cancer facilities. Mr. Pyne answered there is a big waiting room for the family, but not next to the patient.
- There were no further comments.

Commissioner Redman moved, and Alderman Preusker seconded to approve the Site Plan as presented in the packet.

*All were in favor and the motion carried.*

**D. Consideration to recommend approval to the Common Council to amend Chapter 315-74, Signs in the Historic Preservation Overlay (HPO) District if the Code.**

- Mayor Hefty opened this item for discussion.
- Ms. Fonseca explained the Historic Preservation Commission (HPC) have been working on code revisions to clarify sign requirements for applicants. Some of the decisions made were: allow a maximum of 4 signs instead of 3; have vinyl signage counted towards the number of signs; corner signs to be the same size or smaller than front façade signage; hours of operation shall not be included as signage; and alleyway signage for deliveries were added. Ms. Fonseca stated the codes have not been revised since it was created.
- Megan Watkins, Assistant City Administrator/Zoning Administrator, questioned if the ordinance covers signs put in the windows, but not attached. Ms. Fonseca replied yes there is language stating signs visible will be counted as a sign. Ms. Watkins stated there are a number of businesses that have signs hanging, not touching the window, and asked the Commissioners if the businesses should be given time to comply or be grandfathered in. Alderman Preusker responded the owners should be informed they are not compliant, and hopefully they will volunteer to become compliant. Ms. Watkins clarified only the business signs are not compliant, but advertising signs would be okay to have.

- Alderman Grandi questioned if the ordinance can be changed so that HPC does not have flexibility to override a City ordinance regarding painted walls. Ms. Fonseca answered they have the same discretion for being flexible like Plan Commission does with parking.
- There were no further comments.

Alderman Grandi moved, and Alderman Preusker seconded to approve Chapter 315-74 HPO sign amendment.

*All were in favor and the motion carried.*

### **ADJOURNMENT**

Alderman Preusker moved, and Commissioner Gardner seconded to adjourn the meeting at 7:51 p.m.

*All were in favor and the motion carried.*

Recording Secretary

Kristine Anderson  
Administrative Assistant