



**Minutes**  
**City of Burlington Plan Commission**  
**June 11, 2019, 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 Chad Redman; John Ekes; and Art Gardner were present. Alderman Tom Preusker and Commissioner Andy Tully were excused.

**APPROVAL OF MINUTES**

Alderman Grandi moved, and Commissioner Ekes seconded to approve the minutes of May 14, 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 Ordinance to consider annexing territory located on West State Street in the Town of Burlington to be permanently zoned B-1, Neighborhood Business District.**

- Mayor Hefty opened this item for discussion.
- Megan Watkins, Assistant City Administrator/Zoning Administrator, explained there is no formal address for this vacant site, which is across the street from Gooseberries. The applicant would like this annexation in order to have access to Municipal water and sewer, and Council accepted the petition at the May 21, 2019 meeting.
- There were no further comments.

Commissioner Ekes moved, and Alderman Grandi seconded to recommend approval of an Ordinance for an annexation.

*All were in favor and the motion carried.*

**B. Public Hearing to hear public comments regarding a Conditional Use application from Linda Peterson and Tara Lois for property located at 940 S. Pine Street to operate a small party rental venue.**

- Mayor Hefty opened the Public Hearing at 6:32 p.m.
- There were no comments.

Commissioner Ekes moved, and Alderman Redman seconded to close the Public Hearing at 6:33 p.m.

*All were in favor and the motion carried.*

**C. Consideration to approve a Conditional Use application from Linda Peterson and Tara Lois for property located at 940 S. Pine Street to operate a small party rental venue, subject to Graef's memorandum to the Plan Commission.**

- Mayor Hefty opened this item for discussion.
- Tanya Fonesca, Graef, explained a Conditional Use Permit is required to do this type of business. Ms. Fonseca stated a conditional approval was given on the review because of the parking needs and landscaping requirements not being met. This will be the Commissioners decision.
- Ms. Fonesca asked the applicant for more information regarding parking needs. Tara Lois, stated most people either car pool or drop off, and the business is mainly open on the weekends. Ms. Lois further stated their previous location behind Sugar Bean Café was smaller, and had no parking issues or complaints.
- Ms. Fonesca commented that the parking spaces should be striped, curb stops put in, and landscaping installed. Nancy Schvetz, owner, questioned where exactly should the landscape go. Ms. Fonesca stated the asphalt would be dug up and landscape placed in front of the building, next to the ramp. Commissioner Redman asked if any landscape was there now, and if not, maybe trees could be placed in the parkway instead of next to the building. Ms. Fonesca replied there is no current landscape, however, the Department of Public Works would have to verify if planting trees in the parkway was an option.
- Commissioner Ekes asked what the capacity for the building is. Ms. Lois replied she is waiting to hear from the Fire Department, but guessed 35-40 people. Commissioner Ekes was concerned about 40 people having only 14 parking spaces. Ms. Lois responded there is parking across the street, and will be asking Schneider Electric if their parking lot could be shared since that business is not open on weekends. Commissioner Gardner stated there were previous applicants for projects with parking issues, but they had no problems.
- There were no further comments.

Commissioner Ekes moved, and Alderman Grandi seconded to approve the Conditional Use.

*All were in favor and the motion carried.*

**ADJOURNMENT**

Commissioner Ekes moved, and Alderman Grandi seconded to adjourn the meeting at 6:47 p.m.

*All were in favor and the motion carried.*

Recording Secretary  
Kristine Anderson  
Administrative Assistant