



Minutes
City of Burlington Plan Commission
May 11, 2021, 6:30 p.m.

Mayor Jeannie Hefty called the Plan Commission meeting to order at 6:30 p.m. through Zoom Meetings. Roll call: Alderman Bob Grandi; Commissioners Chad Redman; Andy Tully; and Art Gardner were present. Alderman Tom Preusker; Commissioner John Ekes excused. Student Representative Henry Lynch was present. Student Representative Kaylin Gahart excused. Also present were Megan Watkins, Assistant City Administrator/Zoning Administrator; Douglas Kaarre, City Planner; and Gregory Guidry, Building Inspector.

APPROVAL OF MINUTES

Commissioner Redman moved, and Alderman Grandi seconded to approve the minutes of April 13, 2021.

LETTERS & COMMUNICATIONS

None

CITIZEN COMMENTS

None

OLD BUSINESS

A. Consideration to approve an extension of a temporary variance to Ch. 315-27C, pursuant Wisconsin Statutes 62.23(7)(e)(1), to use the vacant parcel at 216 N. Pine Street as a private parking lot, contingent on approval of a Site Plan by the Plan Commission, and compliance of conditions by the City Planner, City Engineer, and Plan Commission. The variance was at the April 14, 2020 Plan Commission and the Site Plan was tabled at the same meeting.

- Mayor Hefty opened this item for discussion.
- Megan Watkins, Assistant City Administrator/Zoning Administrator, recapped that a temporary variance was granted November 12, 2019 to use the parking lot until June 1, 2021. The Site Plan was tabled until a lighting and landscape plan were submitted. Recently submitted was a landscape plan, but not the photometrics plan or fence detail. A 6-foot fence is required in the rear yard with landscape or some type of shield from the neighbors. The setback is 4 feet, but should be 8 feet from the property line per city code. Staff recommends a temporary variance extension to expire in one year and to approve the Site Plan, provided photometrics plan and fence detail be submitted and allow for a smaller setback.
- Jeremy Bauman stated the back yard 6-foot fence will be installed mid-summer to end of summer 2021.

- Commissioner Redman questioned if the 8-foot setback was required to allow room for cars to back up in the lot. Ms. Watkins answered the 8-foot setback is per code, but with the 8-foot setback an entire isle would have to be eliminated. Other properties throughout the downtown have the smaller setback so it would be consistent with a 4-foot setback.
- Commissioner Tully agreed to allow the 4-foot setback and asked if any of the parking lot would be completed by the end of this year. Yvonne Bauman responded the fence will be done this year and possibly bushes along the side, but there have been many obstacles with COVID, so the completion of the lot would have to be pushed until at least next summer.
- Alderman Grandi asked if there were any estimates received for the paving, landscape, lighting, fence, and any other charges involved for the completion of the lot. Mr. Bauman answered yes. Commissioner Gardner questioned what kind of timeframe can the Commission expect for completion and being in compliance, given the estimates. Mr. Bauman responded he was under the impression they could get another one-year extension, 2 years from June 1, 2021, which is June 1, 2023 for completion. Commissioner Gardner explained that usually a quote is only good for a certain amount of time, and was confused. Mr. Bauman replied material costs are going up double, triple, and quadruple, and was hoping costs would come down. Ms. Watkins reminded the Commission that this property has been in violation and used as a lot for 1½ years so far, and the City struggles to get compliance from other owner of lots in violation with these extensions. Commissioner Gardner inquired what it would take to have the owners comply within a shorter timeline. Ms. Bauman explained material costs would need to come down, the cost of doing business comes down, and has to find employees who want to work so business hours can open back up to 7 days a week.
- Commissioner Redman suggested maybe if they did not use the lot, it would allow them time to come into compliance. When the business first started, it was not a parking lot nor prior to the business was it a parking lot. Mr. & Ms. Bauman stated no, that cannot happen, even though there are parties downstairs that does not mean the upstairs is busy. The Baumans further stated they cannot imagine closing off the lot, since there are negative reviews on-line because of the on-street parking. Commissioner Tully felt a 2-year extension was too long and asked Mr. Bauman if a one-year extension was doable. Mr. Bauman replied the two-year extension was for completion of the project. Last year a one-year extension was granted until 2021, and now was hoping for additional two-years, which would be 2023.
- Commissioner Gardner commented that unemployment will run out in September and more people will be looking for jobs. However, he does not foresee the cost of materials coming back down and shutting down the parking lot may be beneficial.
- Gregory Guidry, Building Inspector, asked for verification if the extension for one year was for the start or completion of the project. Commissioner Grandi responded the one year is for the completion.
- There were no further comments.

Alderman Grandi moved, and Commissioner Gardner seconded to approve the extension of the temporary variance with the paving to be completed by June 1, 2022.

Ms. Watkins stated at that time once the parking lot is completed an approval of a permanent variance will be necessary to allow the continued use of the parking lot.

All were in favor and the motion carried.

B. Consideration to approve a Site Plan application from Jeremy and Yvonne Bauman for property located at 216 N. Pine Street for a parking lot, subject to Graef's and Kapur & Associates' memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.
- There were no comments.

Commissioner Redman moved, and Alderman Grandi seconded to approve the Site Plan provided the owner submit photometrics, work out the 6-foot fence details with city staff before construction starts, and allow the variance from 8-foot to 4-foot setback on the side yard and rear yard.

Mr. Bauman asked if a permit was required for the installation of the fence. Mr. Guidry answered yes a fence permit is required.

Ms. Bauman asked if and how they can receive grants for this project. Ms. Watkins replied the contact information for Racine County Economic Development Corporation will be emailed tomorrow.

All were in favor and the motion carried.

NEW BUSINESS

A. Public Hearing to hear public comments regarding a Conditional Use application from Christopher Thompsen for property located at 1332 S. Pine Street to allow for automobile repair and sales, retail sales and service, self-storage use, and office uses.

- Mayor Hefty opened the Public Hearing at 7:07 p.m.
- There were no comments.

Commissioner Tully moved, and Commissioner Gardner seconded to close the Public Hearing at 7:09 p.m.

All were in favor and the motion carried.

B. Consideration to approve a Conditional Use and Site Plan application from Christopher Thompsen for property located at 1332 S. Pine Street, to allow for automobile repair and sales, retail sales and service, self-storage use, and office uses, subject to Lakota's and Burlington Fire Department's memorandums to the Plan Commission.

- Mayor Hefty opened this item for discussion.

- Christopher Thompsen, applicant, explained it is a 6,400 square foot building including the second-story residential area, which may possibly be used in the future. In the building 1,900 square feet is to build and repair cars, 726 square feet is for a detail bay, 560 square feet in the back is for mechanic space, and 1,944 square feet is for car storage. Mr. Thompsen stated he would like to buy, fix and sell cars, as well as clean up the outside area.
- Ms. Watkins stated the property does not have sewer and water connection, which will be required before occupancy. Ms. Watkins further stated there is no outdoor storage allowed, and the applicant wants to upgrade the exterior of the building, such as paint and add some parking stalls.
- Douglas Kaarre, City Planner, explained the residential area requires a fire sprinkler when Mr. Thompsen chooses to use the second-story as residential. Mr. Kaarre commented the interior work will meet city codes, and no outdoor storage allowed. Ms. Watkins stated if Mr. Thompsen were to use the residential area, he would be required to apply for a Conditional Use.
- Commissioner Gardner asked how the Commissioners can be reassured that this property will not become a junk yard. Mr. Thompsen replied nine cars fit inside the building, most of them are European, thus they will not be outside since they rust and rot. Mr. Thompsen stated any painting of the cars is off-site at Perfection Auto Body.
- Commissioner Tully asked Mr. Thompsen if he was aware that sewer and water hook-up is required. Mr. Thompsen answered yes I am currently working with Racine County Economic Development Corporation regarding loans and can sell personal items to pay for the hook-up if needed.
- There were no further comments.

Commissioner Tully moved, and Alderman Grandi seconded to approve the Conditional Use and Site Plan as presented, subject to Lakota's, Kapur & Associates', and Burlington Fire Department's memorandums.

All were in favor and the motion carried.

ADJOURNMENT

Commissioner Gardner moved, and Commissioner Tully seconded to adjourn the meeting at 7:22 p.m.

All were in favor and the motion carried.

Recording Secretary
Kristine Anderson
Administrative Assistant