

**CITY OF EDGERTON
EDGERTON CITY HALL
12 ALBION STREET
EDGERTON, WI**

PLANNING COMMISSION

Tuesday, August 29, 2023 at 6:00 P.M.

NOTICE: The meeting noticed above will also be live streamed on a Zoom platform: To view the meeting, please select the link to the meeting listed on the **calendar events** on the City website's home page at www.cityofedgerton.com. Due to occasional technical difficulties, citizen participation via Zoom may not be possible.

1. Call to Order; Roll Call.
2. Confirmation of appropriate meeting notice posted Friday, August, 25 2023.
3. PUBLIC HEARING:
 - A. The Plan Commission will hold a public hearing to consider a request by David Baehr/Tom Dickinson for approval of a conditional use permit to allow the establishment of a 10-unit residential apartment for the property located at 1 W Fulton Street. (parcel 6-26-881).
 - B. Close the public hearing.
4. Consider a request by David Baehr/Tom Dickinson for approval of a conditional use permit to allow the establishment of a 10-unit residential apartment for the property located at 1 W Fulton Street. (parcel 6-26-881)
5. PUBLIC HEARING:
 - A. The Plan Commission will hold a public hearing to consider a request by the City of Edgerton to amend Section 405-61 A (3) Electronic Message Center of the Zoning Ordinance to allow message center signs in all non-residential districts.
 - B. Close the public hearing.
6. Consider a request by the City of Edgerton to amend Section 405-61 A (3) Electronic Message Center of the Zoning Ordinance to allow message center signs in all non-residential districts.
7. Consider approval of August 8, 2023 Plan Commission meeting minutes.
8. Discuss changes to Edgerton Business Park regulations to allow outdoor storage.
9. Consider extraterritorial land division for Schultz on Cnty Hwy F in Section 16 of Town of Fulton to combine lots.
10. Set next meeting date and future agenda items.
11. Adjourn.

cc: Commission Members
City Engineer

All Council Members
Newspapers

Department Heads

NOTICE: If a person with a disability requires that the meeting be accessible or that materials at the meeting be in an accessible format, call the City Administrator's office at least 6 hours prior to the meeting to request adequate accommodations. Telephone: 884-3341.

Notice is hereby given that a majority of the Common Council is expected to be present at the above scheduled noticed meeting to gather information about a subject over which they have decision-making responsibility. The only action to be taken at this meeting will be action by the Planning Commission."

TO: Edgerton Plan Commission

FROM: Ramona Flanigan

MEETING DATE: August 29, 2023

GENERAL DESCRIPTION

Description of Request: Approval of a conditional use permit to allow the establishment of a 10-unit apartment building

Location: 1 W Fulton Street (parcel 6-26-881)

Applicant: David Baehr/Tom Dickinson

Current Zoning/Land Use: B-2 / vacant

STAFF REVIEW COMMENTS

Staff has reviewed the petition for planning issues in accordance with the Edgerton Zoning and Subdivision Ordinances and has the following comments:

1. The petitioner proposed to create 10 apartments, some of which may be marketed as short-term rentals. The attached plans propose six one-bedroom apartments and 4 two-bedroom apartments.
2. The subject parcel is located at 1 W Fulton Street. The parcel is zoned B-2 Central Business District. Please recall the Plan Commission granted a parking waiver for the development earlier this year with the following proposed changes to existing parking:
 - For the parking lot to the west (the parking lot on W Fulton Street), remove the curb that is nearest 1 W Fulton Street and pave much of the green space that is currently there to add up to 8 stalls but remove one stall in the public lot.
 - For the gravel parking lot south of the building (parking lot on S Main Street), pave the lot and reserve 3 stalls for use by the apartment building. Other stalls would be available to the public. To create the lot shown in the attached sketch, the lot would be partially on land owned by the petitioner and partially on land owned by the City.
3. The B-2 zoning district prohibits residential units on the “first floor” in this district (see ordinance sections highlighted below). The “main” floor of this structure is a half story above the street grade. The Plan Commission should determine if this “main” floor is considered the first floor, and if it is, the petitioner would be required to obtain a variance to the ordinance provisions highlighted below.

450-88 A (3) Central Business architectural requirements

- a. General. Nonresidential and residential construction, including new structures, building additions, building alterations, and restoration or rehabilitation shall

correspond to the downtown design guidelines as determined by the Plan Commission and as evidenced by certain existing structures within the downtown and by the following requirements for building setback; height; building mass; horizontal rhythms (created by the placement and design of facade openings and related elements such as piers, columns); vertical rhythms (created by the placement and design of facade details such as sills, transoms, cornices and sign bands); roof forms; exterior materials; exterior surface features and appurtenances; exterior colors; exterior signage; on-site landscaping; exterior lighting; parking and loading area design; and the use of screening. Existing and new structures with less than a ten-foot front yard setback must have a storefront or office (nonresidential) component on the first floor in the front of the building. All new residential construction on Fulton Street shall be required to have a storefront component. The first floor of all new construction which does not have a storefront shall provide pedestrian amenities such as sitting areas or shall have other features to make the building interesting for pedestrian traffic.

450-33 A.(2) g. Apartment. Description: this dwelling unit type consists of an attached, multifamily residence which takes access from a shared entrance or hallway. A minimum building code required fire rated wall assembly division, separating living areas from the lowest level to the underside of the roof, is required between each dwelling unit. No more than 17 dwelling units, and no less than three may be located in a building. (Buildings with more than 17 dwelling units may be considered as part of a planned unit development.) As part of the conditional use requirements for group developments, any development comprised of one or more buildings which contain four or more dwelling units shall provide additional site design features which may include underground parking, architectural elements, greater setbacks at the boundary of the development, landscaping, and/or on-site recreational facilities.

[1] Permitted by right: R-4.

[a] Up to four dwelling units per building.

[2] Permitted by right with additional special requirements: N/A.

[3] Conditional use regulations: R-3, R-4, HMU, O-1, B-2.

[a] Up to four dwelling units per building in R-3.

[b] Five to 17 units per building in R-4.

[c] Cannot be located on the first floor for buildings having a setback of less than 10 feet from any street.

4. Entrances to the structure are proposed at the location of the current stair on the northwest corner of the structure and on the rail side of the structure. The entrance on the rail side will have an accessible ramp.
5. The petitioner has not submitted a site plan yet for approval but the site plan will have to address dumpster location, grading details for the proposed parking spaces, ramp details and lighting details.
6. The project will require approval from the Historic Commission.

7. The ordinance requires properties with 10 or more residential units provide an electric vehicle charging station. The Commission should discuss this requirement as it applies to this development given the fact that the parking stalls are shared with a public parking lot.

STAFF RECOMMENDATION

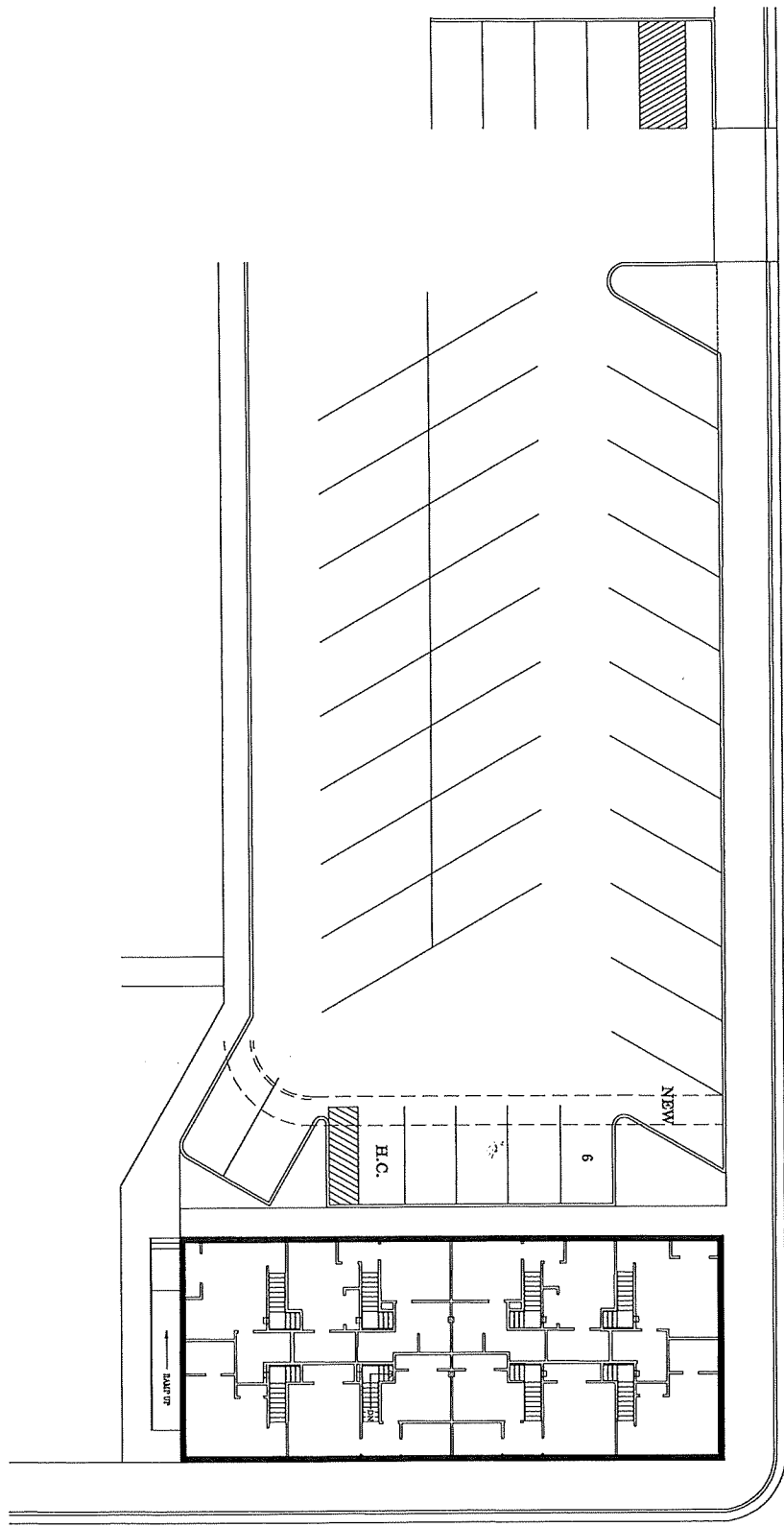
Staff recommends the Plan Commission grant a conditional use permit to allow establishment of a 10-unit apartment building for David Baehr/Tom Dickinson at 1 W Fulton Street with the following conditions and findings:

Conditions

1. The petitioner obtains site plan approval and the site plan indicates additional parking can be provided as generally outlined in the attached plans.
2. The City agrees to pave the southern parking lot.
3. The Commission determines that residential units are allowed on the top two floors of the structure or the petitioner obtains a variance to allow residential units on the "main" floor.
4. The Commission requires the installation of an EV charging station or the Commission finds that the ordinance does not apply due to the shared public parking lot.
5. The Historic Commission issues a Certificate of Appropriateness.

Findings

1. The proposed conditional use with the above conditions is in harmony with the purposes, goals, and objectives of the Master Plan or the Zoning Ordinance. 22.206.(4)(c) 2.
2. The proposed conditional use, in its proposed location and as depicted on the site plan, will not result in undue adverse impact on nearby property, the character of the neighborhood, traffic factors, and public rights-of-way. 22.206.(4)(c) 3.
3. The proposed conditional use maintains the desired land use intensity and land use impact as it relates to the environs of the property 22.206.(4)(c) 4.
4. The proposed conditional use will not create major undesirable impacts on nearby properties, the environment, or the community as a whole, per Section 22.206(4)(d).
5. The potential public benefits of the proposed conditional use outweigh any and all potential adverse impacts of the proposed conditional use.



W. FULTON ST

S. MAIN ST

1 SITE PLAN

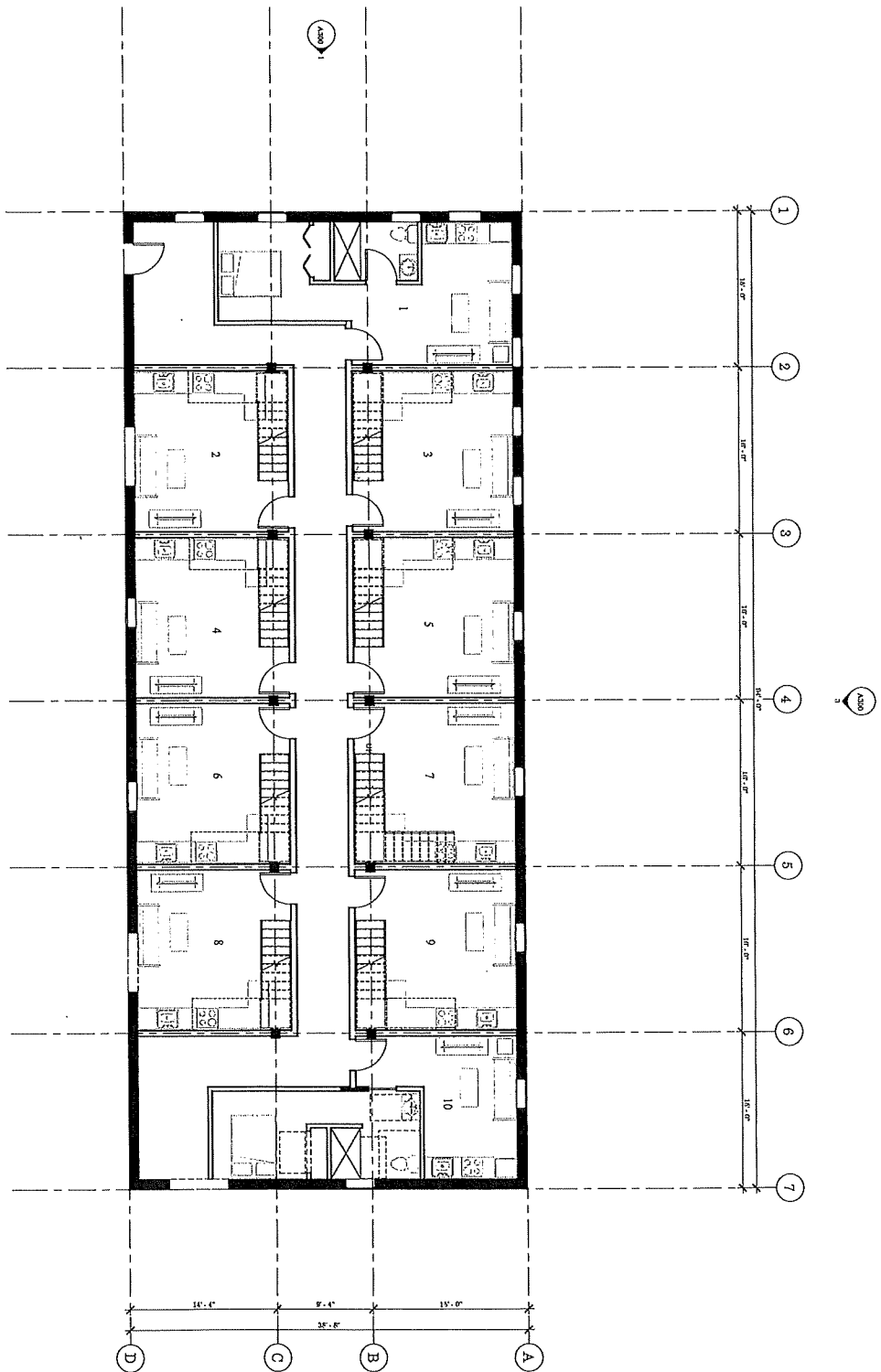


C100


Project # 2010
 Issued for: Concept Design
 Date: 2/10/2012

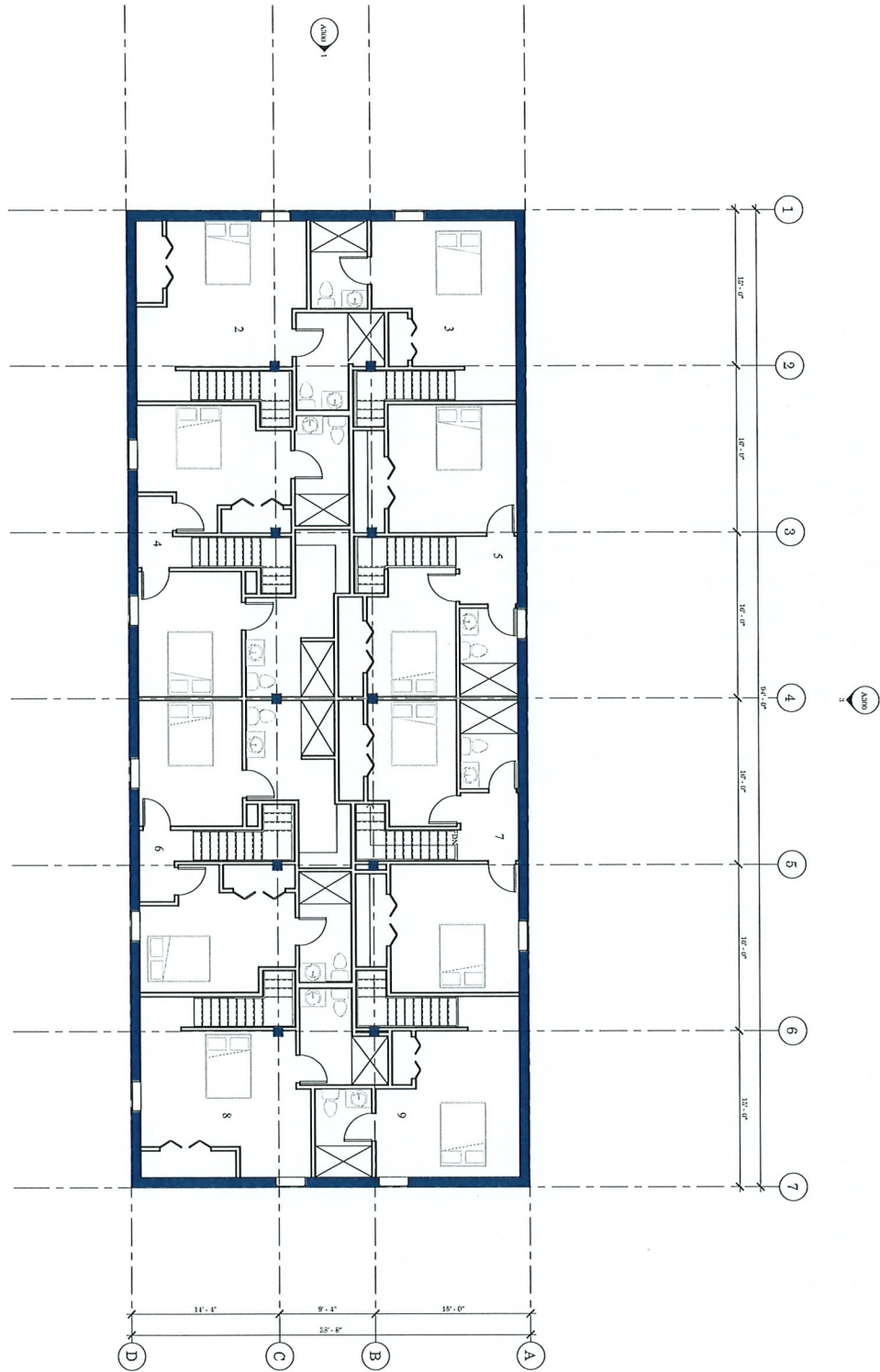
Project Name:
T.W. DICKINSON & SONS BUILDING
 1 W. Fulton St.
 Edgerton, WI 53534
 Sheet Title
SITE PLAN

ONE DESIGN ENGINEERING
 Est. 2020
 208 Ash St, Cambridge, WI 53528 • 608.877.8143 • www.onedas.com



1 FIRST FLOOR
 1/8" = 1'-0"

A100 <small>Sheet Number</small>	<small>Project Name</small> T.W. DICKINSON & SONS BUILDING	 <small>Est. 2020</small>
	<small>Project #</small> <small>1 W. Fulton St.</small> <small>Edgerton, WI 53534</small>	
<small>Drawn by</small> <small>Date</small>	<small>Sheet Title</small> FIRST FLOOR PLAN	<small>302 Ash St, Cambridge, WI 53535</small>
<small>Project #</small> <small>Date</small>	<small>Scale</small> <small>1/8" = 1'-0"</small>	<small>www.onedee.com</small>

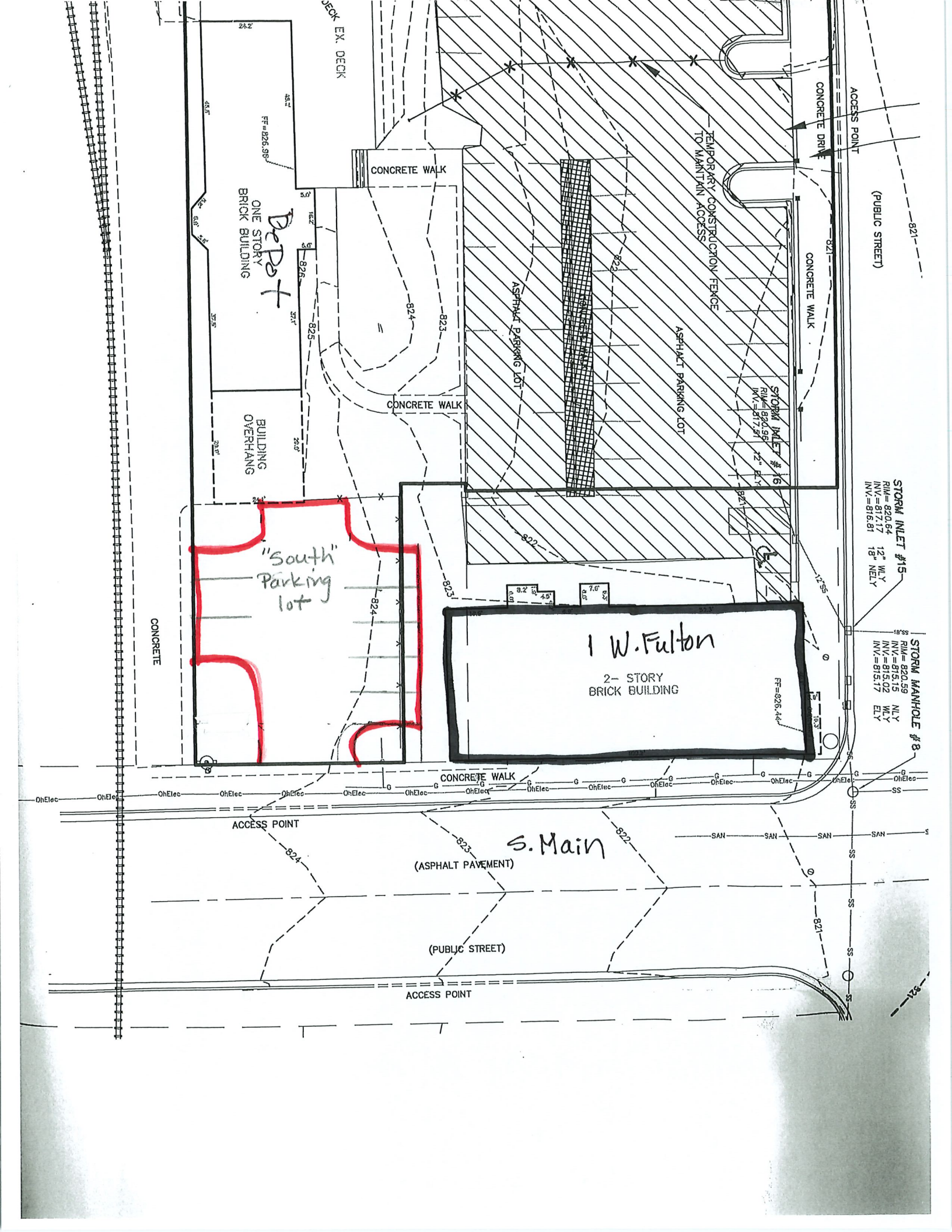


1 SECOND FLOOR
 A110 SHEET - 1 of 1



A110 Sheet Number	Project Name: T.W. DICKINSON & SONS BUILDING 1 W. Fulston St. Edgerton, WI 53534
	Sheet Title: SECOND FLOOR PLAN
Designer: Designer: Designer:	Date: Date: Date:

ONE DESIGN & ENGINEERING
 Est. 2020
202 Ash St., Cambridge, WI 53523 | 608.877.0448 | www.onedne.com



Depot

"South" Parking lot

1 W. Fulton
2- STORY
BRICK BUILDING

ONE STORY
BRICK BUILDING

BUILDING
OVERHANG

S. Main

(PUBLIC STREET)

(PUBLIC STREET)

STORM INLET #15
RIM = 820.64
INV. = 817.17
12" WLY
18" NELV

STORM MANHOLE #8
RIM = 820.59
INV. = 813.15
INV. = 813.02
INV. = 813.17
NLY
ELY

TEMPORARY CONSTRUCTION FENCE
TO MAINTAIN ACCESS

ACCESS POINT
CONCRETE DRIVE

CONCRETE WALK

ACCESS POINT

(ASPHALT PAVEMENT)

CONCRETE WALK

CONCRETE WALK

ASPHALT PARKING LOT

ASPHALT PARKING LOT

CONCRETE

DECK EX. DECK

FF = 826.98

FF = 826.44

24.2'

45.5'

16.2'

32.5'

29.5'

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Memo

To: Plan Commission
From: Staff
Date: 8/21/2023
Re: June 21, 2023 Meeting

Proposed text amendment. New text is underlined and deleted text is struck through.

The proposed ordinance amendment allows electronic message center EMC signs in all non-residential districts. This would expand EMC signs to B-2 (downtown), Historic Mixed Use, M-2, M-3, A-1, and Office districts. The ordinance amendment has been requested by Tri County Community Center which is zoned Office. One policy question to consider is should EMCs be allowed in B-2 (downtown).

450-61 A. Sign prohibitions and limitations

(3) No illuminated flashing signs or chasing lights shall be permitted. Flashing signs are those that change their appearance more than once every 30 seconds. Electronic message center (EMC) including video screen signs are permitted in all non-residential districts except as follows: EMCs are allowed the B-1 Local Business District, B-2 Central Business District, and in any residential district for indoor institutional land uses with a conditional use permit, ~~and in the B-3 Large Scale Commercial District, the B-4 Suburban Commercial District, and the M-1 Light Industrial District as a special use~~ under the following conditions apply to all EMCs: the sign does not change its appearance more than once every 30 or more seconds; the sign contains no chasing lights; the sign message does not advertise an off-premises business; when located in a residential zoning district or visible from a residential unit, the EMC shall not be illuminated between 10:00 p.m. and 5:00 a.m.; the EMC utilizes an auto-dimming feature to adjust the brightness of the display based on ambient outside light; the EMC is equipped with a manual and scheduled brightness control so that the brightness of the sign does not negatively impact adjoining properties; and the sign is not incandescent bulbs

or rotating louvers. Electronic message center and video signs shall be considered part of the total sign area allowed (except in the case of a community information sign).

**AUGUST 8, 2023 PLAN COMMISSION MEETING MINUTES
CITY OF EDGERTON**

Commission Chair Chris Lund called the meeting to order at 5:45 p.m.

Present: Chris Lund, Jim Burdick, Paul Davis, Jim Kapellen, and Julie Hageman

Excused: Ron Webb and Theran Springstead

Also present: City Administrator Ramona Flanigan, and a few citizens.

Flanigan confirmed the meeting agendas were properly posted on Friday, August 4, 2023 at the Post Office, Edgerton Library, the City's website and City Hall.

MINUTES: A Jim Kapellen/Julie Hagemann motion to approve the June 21, 2023 Plan Commission meeting minutes passed, all voted in favor.

EXTRATERRITORIAL LAND DIVISION FOR SAYRE ON CNTY HWY N: A Jim Kapellen/Jim Burdick motion to approve an extraterritorial land division for Sayre on Cnty Hwy N in Section 33 of the Town of Albion passed on a 5/0 roll call vote.

EXTRATERRITORIAL LAND DIVISION FOR BACKYARD PROPERTIES ON CNTY HWY F: A Jim Kapellen/Paul Davis motion to approve an extraterritorial land division for Backyard Properties on Cnty Hwy F, Section 9 of the Town of Albion.

Being no other business before the Commission, a Jim Kapellen/Julie Hagemann motion to adjourn passed, all voted in favor.

Ramona Flanigan/wjl
City Administrator

Memo

To: Plan Commission
From: Staff
Date: 8/21/2023
Re: August 29, 2023 Meeting

Proposed text amendment. Currently outside storage is not allowed in the Edgerton Business Park located on US Hwy 51. Should the city explore zoning and covenant changes to allow for outside storage and regulations to screen outside storage? The city has received some inquiries from potential investors recently that require some outdoor storage.

TO: Edgerton Plan Commission

FROM: Ramona Flanigan

MEETING DATE: August 29, 2023

GENERAL DESCRIPTION

Address: CTH F, Section 16, Town of Fulton.

Applicant: Schultz

Parcel Size: 3.1 acres

Description of Request: Approval of an extraterritorial certified survey map to combine existing lots.

STAFF REVIEW COMMENTS

Staff has reviewed the petition for planning issues in accordance with the Edgerton Master Plan and has the following comments:

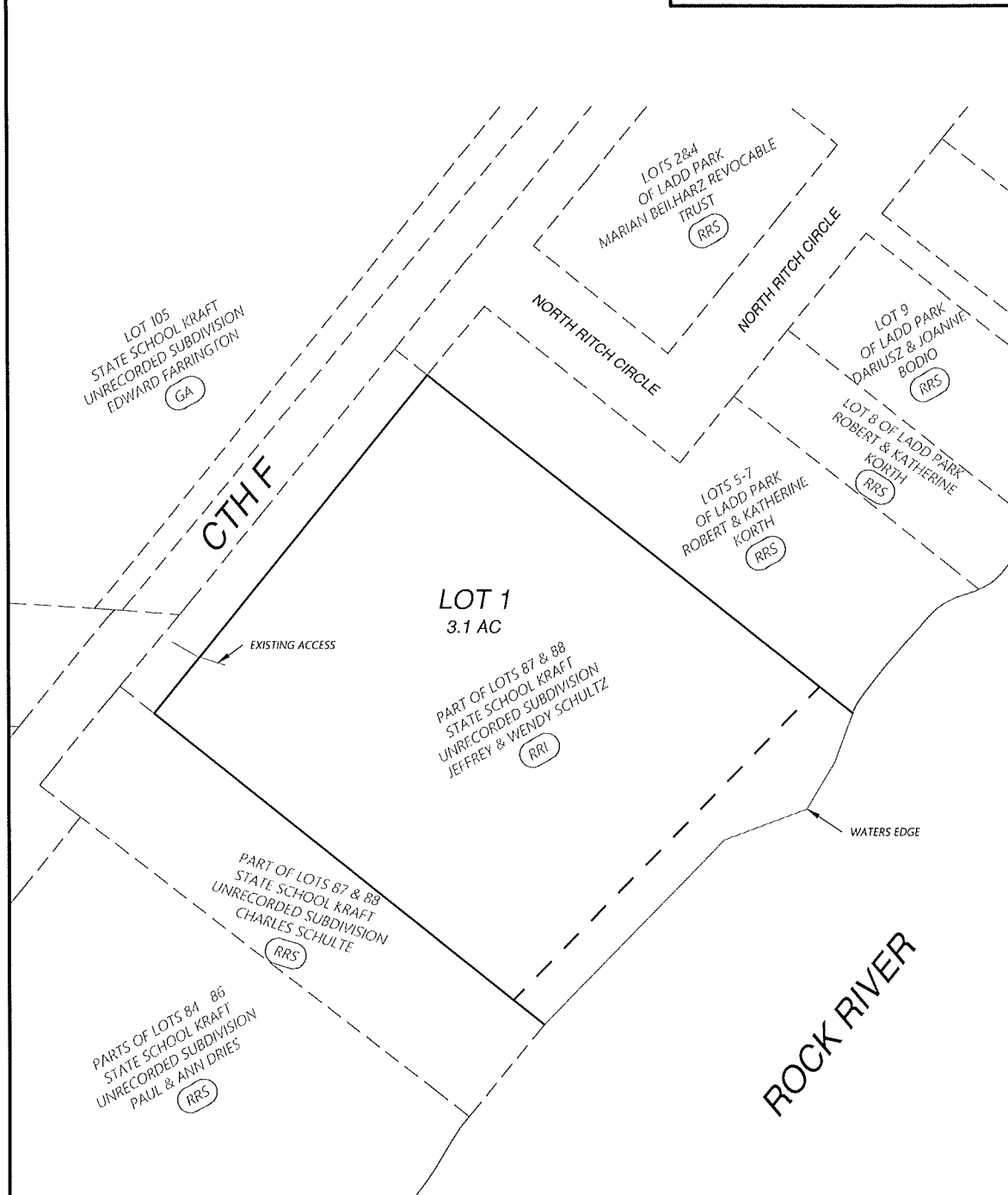
1. The proposed land division is within the City of Edgerton's extraterritorial zone. Therefore, the City has land division review authority.
2. The proposed land division combines lots and does not create any additional lots.

STAFF RECOMMENDATION

Because the petitioner does not propose to create any additional lots with this land division, staff recommends the Plan Commission recommend the City Council approve the proposed land division.

PRELIMINARY CERTIFIED SURVEY MAP

PART OF LOTS 87 AND 88 OF STATE SCHOOL KRAFT UNRECORDED SUBDIVISION SITUATED IN QUARTER SECTION 16, T.4N., R.12E., OF THE 4TH PM, TOWN OF FULTON, ROCK COUNTY, WISCONSIN.



NOTES:

CREATES LOT 1

THIS SURVEY IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED.

THE BASIS OF BEARINGS IS ASSUMED

Project No. 123-340 For: JEFFREY SCHULTZ



- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

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