

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

**PLANNING COMMISSION**

Monday, December 6, 2021 at 6:15 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](http://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, December 3, 2021.
3. Consider approval of October 20, 2021 Plan Commission meeting minutes.
4. Consider zoning ordinance text amendment for electric vehicle charging stations.
5. Consider extraterritorial land division in Section 15 of the Town of Fulton on N Rock River Road for Schuette.
6. Set next meeting date and future agenda items.
7. Adjourn.

cc: Commission Members                      All Council Members                      Department Heads  
City Engineer                                      Newspapers

**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."

**OCTOBER 20, 2021 PLAN COMMISSION MEETING MINUTES  
CITY OF EDGERTON**

Commission member Jim Kapellen called the meeting to order at 6:00 p.m.

Present: Jim Burdick, Theran Springstead, Jim Kapellen, Julie Hagemann, Ron Webb and Paul Davis.

Excused: Mayor Christopher Lund

Also present: City Administrator Ramona Flanigan and a group of citizens.

City Administrator Ramona Flanigan confirmed the meeting agendas were properly posted on Friday, October 15th at the Post Office, Edgerton Library, City website and City Hall.

**PUBLIC HEARING:** The Plan Commission held a public hearing to hear comments regarding a request by IKI Manufacturing for approval of a conditional use permit for a Group Development to allow the construction of a manufacturing building at 107 Maple Court. Parcels 6-26-915.9 and 6-26-915.1.

City Administrator Ramona Flanigan stated the petitioner proposes to construct a manufacturing/office facility that will cross a lot line which is allowed because the petitioner has filed a deed restriction prohibiting the sale of the lots as separate lots. The plan includes more than one structure on the site thus requiring a conditional use permit as a Group Development. (See attached staff report for additional information.)

Flanigan noted there is one change to the plan provided in the packet. It is regarding a drainage easement that is under the building but no longer needed. The Commission should recommend to release this easement.

Michelle Race, 411 Stoughton Rd, addressed the Commission with a number of complaints her family has as neighbors to the facility. She stated the conditions have gotten worse since she last addressed the City. She listed the following concerns: noise from forklifts, workers and trucks; the amount of dust from the parking lot; and garbage that ends up in neighboring yards.

Race requested the facility build berms along Stoughton Road and no longer access the facility from Stoughton Road.

IKI Manufacturing representative Andy Walker stated the proposed project will move 75%-80% of the traffic from Stoughton Road to IKI Drive. It will also produce 20 additional jobs.

Although the plans indicate the parking lot near Stoughton Road will be paved, it will not be paved in this phase of construction.

Buck Sweeney, environmental counsel for IKI Manufacturing, stated the new can filling process has fewer air quality issues. The fill that is being stockpiled on the east side of IKI's property has been tested for contamination and it is not contaminated.

IKI is willing to meet with the neighbors to review their plans and hear their concerns.

Barb Reed, 805 W Rollin St, asked what is happening with the piles of dirt that are on the site. IKI representatives explained there are three piles: one gravel and asphalt that will be used as base in the new building; one pile is clay that will be removed; and the third is topsoil that will be used on site.

Given the concerns over dust, the Commission requested a meeting in one year to revisit the paving issue.

LaVonne Hellenbrand, 308 Stoughton Road, asked how the land behind her property will be used. Andy Walker indicated they plan to build a building there within the next 10 years.

Robert Chapados asked about the vent pipes visible in the eastern part of IKI's property. Buck Sweeney explained this area does not have contamination; those vent pipes are over a sewer main; and that they are provided as a precaution to protect neighboring properties from contamination from the vents traveling through sewer trench.

Hearing no further comments, Acting Chair Jim Kapellen closed the public hearing.

**CONSIDER IKI MANUFACTURING'S REQUEST FOR CONDITIONAL USE PERMIT:** City Administrator Ramona Flanigan stated a number of conditions listed in the staff report have been addressed by IKI Manufacturing. Number 2 that addresses the landscape plan has been satisfied and number 6 regarding paving no longer applies because there isn't a plan to pave at this time.

Jim Burdick/Ron Webb moved to grant site plan approval and a conditional use permit to allow the construction of a manufacturing building for IKI Manufacturing at 107 Maple Court with the following conditions and findings:

**Conditions:**

1. The City Engineer approves the plans including stormwater and erosion control.
2. If a dumpster is installed that is visible from either street, the dumpster is screened.
3. The sidewalk connects to the curb on the south side of the building.
4. All site lighting units utilize cut off fixtures and the lights comply with the zoning ordinance regulations.
5. The Plan Commission grants approval for a 6' tall fence in a front yard(s) as part of this plan approval.
6. The petitioner notifies all delivery and shipping firms to access the site using the IKI driveway and to queue on IKI Drive, not Stoughton Road.
7. The petitioner obtains signage and fence permits.
8. The Plan Commission approves the vacation of stormwater easement.
9. The Plan Commission meets with the petitioner to review the parking lot and the possibility of it being paved in 12 months.

**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.

The motion passed on a 6/0 roll call vote.

**MINUTES:** A Jim Burdick/Paul Davis motion to approve the minutes from the September 29, 2021 Plan Commission meeting passed on a 6/0 roll call vote.

**SITE PLAN APPROVAL FOR 116 W FULTON ST:** City Administrator Ramona Flanigan stated the petitioner proposes to construct a 364 sf accessory building that will serve as a walk-in cooler behind, but not attached, to the existing structure. The new structure will be similar to the existing cooler structure located on the north side of the Piggly Wiggly.

The structure will be made of insulated metal panels, have a flat roof, and will be built on a slab. The Historic Commission will have to approve the project and will also approve the color. The structure meets the setback requirements.

The existing dumpsters will remain and the area for informal parking will be reduced.

A Jim Burdick/Paul Davis motion to approve the site plan for 116 W Fulton St to allow the construction of an accessory structure in the B-2 Central Business District with the condition that the optics of all lighting be “cut-off” so as to restrict light from spilling from the site passed on a 6/0 roll call vote.

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

Ramona Flanigan/ch  
City Administrator

Approved December 6, 2021

**TO:** Edgerton Plan Commission

**FROM:** Ramona Flanigan

**MEETING DATE:** October 20, 2021

**GENERAL DESCRIPTION**

**Description of Request:** Approval of a site plan and a conditional use permit (group development) to allow the construction of a manufacturing building.

**Location:** 107 Maple Court

**Applicant:** IKI Manufacturing

**Current Zoning/Land Use:** M-1 and M-2 / manufacturing and office

**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 subject parcel is located at 107 Maple Court. The northern parcel is zoned M-1 Light Industrial and the southern parcel is zoned M-2 General Industrial. The petitioner proposes to construct a manufacturing/office facility that will cross a lot line which is allowed because the petitioner has filed a deed restriction prohibiting the sale of the lots as separate lots. The plan includes more than one structure on the site thus requiring a conditional use permit as a Group Development.
2. The proposed 76,500 sf building is located within the IKI complex adjacent to IKI Drive. The building will be used for materials inventory and has 15,730 sf of office (on two floors). The plan includes the following:
  - a new driveway on IKI Drive;
  - 71,046 sf of new pavement, much of the new pavement will be in areas that are currently gravel;
  - A depressed loading dock with 3 doors on the east façade;
  - 1 overhead door on the east façade and one on the north side;
  - One stormwater basin (dry bottom) between IKI Drive and the proposed structure and a second basin north of the proposed structure (wet bottom).
  - 40 additional onsite parking spaces (20 required).
3. The building will be sided with gray insulated metal panel siding. A portion of the west (IKI Road side) and the south side of the structure will have a dark green accent stripe.
4. The proposal includes a modification to the current flow of materials through the plant. The proposed building will handle receiving. Finished product will leave the plant via Stoughton

Road. Currently all shipping and receiving is handled on Stoughton Road. This change should decrease the impacts of plant operations on the residential properties on Stoughton Road by: trucks delivering or shipping queuing on IKI Drive as opposed to Stoughton Road; and reducing the number of trucks using Rollin Street and Stoughton Road inadvertently (GPS directions) since deliveries will be directed to the IKI entrance.

5. The storm water management ponds will drain to the wetland north of Stoughton Road.
6. A 6' tall, black decorative fence (similar to the fence along part of the Stoughton Road frontage) is provided along the entire IKI frontage.
7. The landscape plan complies with the ordinance point requirements. The plantings are concentrated around the pond. A landscape screen of the parking lot along Stoughton Road would reduce light pollution from the plant and improve the aesthetics for the residential neighbors.
8. The only proposed lighting is on-building on the back or east side of the structure.
9. The plan indicates a potential location of the dumpster near the main entrance on IKI Drive.
10. The sidewalk proposed on the south side of the building should touch the curb so people using the stalls can access the sidewalk.
11. The plan indicates the existing gravel parking lot along Stoughton Road will be paved. This will reduce dust and noise as a smooth surface will reduce noise from trucks moving materials. The pavement must have a 10' setback along Stoughton Road. Ideally the pavement would be setback so as to be in line with the structures on Stoughton Road leaving a "front yard" matching the green front yards along much of this street.

### **STAFF RECOMMENDATION**

Staff recommends the Plan Commission grant site plan approval and a conditional use permit to allow the construction of a manufacturing building for IKI Manufacturing at 107 Maple Court with the following conditions and findings:

#### **Conditions**

1. The City Engineer approves the plans including stormwater and erosion control.
2. The petitioner modifies the landscape plan to provide a landscape screen along the parking lot on Stoughton Road.
3. If a dumpster is installed that is visible from either street, the dumpster is screened.
4. The sidewalk connects to the curb on the south side of the building.
5. All site lighting units utilize cut off fixtures and the lights comply with the zoning ordinance regulations.
6. The pavement within the parking area along Stoughton Road be setback to the fronts of the adjacent buildings.
7. The Plan Commission grants approval for a 6' tall fence in a front yard(s) as part of this plan approval.
8. The petitioner notifies all delivery and shipping firms to access the site using the IKI

- driveway and to queue on IKI Drive not Stoughton Road.
9. The petitioner obtains signage and fence permits.

**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.

# Memo

**To:** Plan Commission  
**From:** Staff  
**Date:** 12/1/2021  
**Re:** December 6, 2021 Meeting

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In preparation for electric vehicle charging station requests, the Commission should discuss the following policy questions (See definitions below):

## **Where should they be allowed?**

1. Allow Level 1 and 2 charging stations as permitted accessory uses in all districts. Allow Level 3 as a permitted accessory use in industrial and B-3 and B-4 commercial districts
2. Allow all charging stations as permitted accessory uses in all districts.
3. Require a conditional use permit for all electric vehicle charging stations.
4. Allow EV Charging Facilities (buildings) as a primary land use in most commercial and industrial districts

**Should the City require new developments install or prepare for EV charging?** Below are a few examples from other communities.

**Multiple-Family Residential Land Uses:** all new, expanded and reconstructed parking areas shall provide the electrical capacity necessary to accommodate the future hardwire installation of Level 2 EV Charging Stations for a minimum of 10% of required parking spaces.

**Parking lots:** Any surface or structured parking built after the adoption of the Ordinance, containing greater than or equal to fifty (50) parking spaces, must have a minimum of one (1) electric vehicle charging station installed for every fifty (50) parking spaces, or fraction thereof. Off-street parking spaces with electric vehicle charging stations shall count towards the minimum requirement of parking spaces.

## **Common regulations:**

Public electric vehicle charging stations must be reserved for parking and charging electric vehicles only. Electric vehicles may be parked in any space designated for public parking, subject to the restrictions that apply to any other vehicle.



**Equipment.** Vehicle charging equipment must be designed and located so as to not impede pedestrian, bicycle or wheelchair movement or create safety hazards on sidewalks.

**Usage Fees.** Property owners are not restricted from collecting a service fee for the use of an electric vehicle charging station.

**Posted Information.** Information must be posted identifying voltage and amperage levels and any type of use, fees, or safety information related to the electric vehicle charging station.

**Signage.** Public electric vehicle charging stations must be posted with signage indicating that the space is reserved for electric vehicle charging purposes only. For purposes of this provision, "charging" means that an electric vehicle is parked at an electric vehicle charging station and is connected to the battery charging station equipment.

**Maintenance.** Electric vehicle charging stations must be maintained in all respects, including the functioning of the equipment. A phone number or other current contact information must be provided on the equipment for reporting when it is not functioning or other problems are encountered.

## **Definitions**

**Electric Vehicle Charging Facility.** A structure where electricity is provided directly to the public on the premises for purposes of charging electric vehicles at one or more electric vehicle charging stations. An Electric Vehicle Charging Facility may also retail minor accessories but may not provide other types of vehicle fuel, such as gasoline.

**Electric Vehicle Charging Station.** A parking space, or parking spaces, that is, or are, equipped with and served by electric vehicle supply equipment for the purpose of transferring electric energy to a battery or other energy storage device in an electric vehicle. The terms Level 1, 2, and 3 charging stations are the most common electric vehicle charging levels, and include the following specifications:

- (1) Level 1 is considered slow charging and operates on a 15 to 20 amp breaker on a 120 volt AC circuit.
- (2) Level 2 is considered medium charging and operates on a 40 to 100 amp breaker on a 208 or 240 volt AC circuit.
- (3) Level 3 is considered "fast" or "rapid" charging and typically operates on a 60 amp or higher breaker on a 480 volt or higher three phase circuit with special grounding equipment. Level 3 stations are primarily for commercial and public applications and are typically characterized by industrial grade electrical outlets that allow for faster recharging of electric vehicles.

**Electric Vehicle Supply Equipment** or EVSE are the conductors, including the ungrounded, grounded, and equipment grounding conductors, and the electric vehicle connectors, attachment plugs, and all other fittings, devices, power outlets, or apparatus installed specifically for the purpose of transferring energy between the premises wiring and the electric vehicle.

**TO:** Edgerton Plan Commission

**FROM:** Ramona Flanigan

**MEETING DATE:** December 6, 2021

**GENERAL DESCRIPTION**

**Address:** N Rock River Drive, Rock County, Fulton Township Sec. 15

**Applicant:** Schuette

**Parcel Size:** approx 1 acre lots

**Description of Request:** Approval to create 4 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 proposal is to create 4 lots.

**STAFF RECOMMENDATION**

Staff recommends the Plan Commission recommend the City Council approve the 4 lot CSM for Schuette on N Rock River Drive, Rock County, Fulton Township Sec. 15.



