



City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

**PLAN COMMISSION MEETING
IN PERSON AND VIA ZOOM
TUESDAY, JULY 9, 2024 – 4:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

Manager Houseman called the meeting to order at 4:00 pm.

2. Roll call

Present: Commissioners Hough, Highfield, Kessenich, Shull, Council Rep Schultz, Manager Houseman and Engineer Selle. Also present: City Clerk/Treasurer, City Attorney, Building Inspector, Park & Recreation Director and Park & Recreation Supervisor.

3. New Business

*a. Review and possible action relating to the **minutes of the regular June 25, 2024 Plan Commission meeting***

No action was taken.

*b. Review and possible recommendation to the City Council on a **Public Monument Review - World War II Memorial at McCoy Park, 1202 Madison Avenue (PMR-2024-02) (Dayton)***

Park & Rec Director Dayton provided that a donor has requested to install a proposed World War II monument located in McCoy Park. This type of request requires Plan Commission and City Council review and approval through the Public Monument/Building Review process. Multiple locations within the park were reviewed with final recommendation of installation on the Northeast corner of the property. This location was most suitable because of its elevation and existing slope. The statue would be installed using a peg and slot system. The statue will have four 1" rods attached to the underside of the base. The four rods will slide into four corresponding 1.5" holes drilled into the granite base and concrete footing. An adhesive will secure the statue to the base and prevent water from getting between the statue and the base. Six light fixtures will be installed flush to the ground, using a consistent design like the other existing statues in the park. Uplighting will provide illumination during the evening hours. A 4' deep concrete footing will be installed under the statue and stone base to help support the monument's weight.

Hough moved, seconded by Highfield to recommend that the City Council approve this

request for a Public Monument/Building Review allowing the installation of the World War II memorial at McCoy Park. Motion carried.

- c. *Review and possible recommendation to the City Council on **Public Monument Review - Batting Cage Project at Jones Park, 615 Janesville Avenue (PMR-2024-03) (Dayton)***
Park & Recreation Supervisor Yanke presented a proposal in conjunction with the Fort Atkinson Generals for a new batting cage to be located in Jones Park. Currently, Jones Park does not have a permanent batting cage on site. The Fort Atkinson High School team installs a temporary batting cage each season with the expectation that it will only be used and maintained by their staff. The temporary system is not astatically pleasing and loses tension often, requiring it to be set back up. There are four user groups in the City that utilize the Jones Park baseball diamond. There is unanimous support from the user groups for the installation of a permanent structure that can be utilized by all parties, and the greater community overall. The Parks and Recreation Department maintains all the existing batting cages within the parks system. Landscaping responsibilities include mowing and weed whipping around trees and signs. This new monument will not add any additional landscaping maintenance to the department.

Schultz moved, seconded by Shull to recommend that the City Council approve this request for a Public Monument/Building Review allowing the installation of the batting cages at Jones Park. Motion carried.

- d. *Review and possible recommendation to the City Council relating to a three-lot **Certified Survey Map** for the unaddressed property located on the 1400 block of Lakeview Drive (CSM-2024-02) (Draeger)*
Building Inspector Draeger stated that the City's Zoning Ordinance was adopted in October 2020 and created new residential zoning designations that promote in-fill development by allowing smaller lots and higher density. This proposed three-lot Certified Survey Map creates three smaller lots from two larger lots created under a previous code. The proposed CSM will use the combined square footage of the existing two lots and equally divide the space to create three lots of the same SR-5 Zoning designation as the existing two lots, requiring no Zoning Map Amendment.

Kessenich moved, seconded by Schultz to recommend the City Council approve this preliminary Certified Survey Map creating 3 SR-5 lots from the original 2 lots. Motion carried.

- e. *Review and possible action on a **Site Plan Review for DG Market** to be located on the property along the 1400 block of Janesville Avenue, parcel number 226-0514-0931-012 (SPR-2024-03) (Draeger)*
Building Inspector Draeger introduced the submission from Dollar General who is proposing to develop a new 12,480 square foot retail building on the 1-acre northern outlot located near the CubeSmart Self Storage property, which was the former Shopko shopping center complex. The property is currently a paved parking area that remains from its former use. The proposed development includes a new retail building, paved parking/access area, paved loading area, stormwater management, and landscaped area.

No Janesville Avenue access changes are proposed, as the existing driveway serving the CubeSmart Self Storage building will remain in place. Vehicle, pedestrian, and bicycle access to the property will come from the south side of the property into the site. Other components of the Site Plan include a new sidewalk extension parallel to Janesville Avenue extending from the cemetery to the southern property line, 31 new vehicle parking stalls located between Janesville Avenue and the proposed new retail building, a new loading area south of the proposed retail building, outdoor lighting within the parking area and around the new building, fencing along the northern property line, stormwater management in the southwest corner of the property, retaining wall along the south property line, and landscaping in front of the building and parking area facing Janesville Avenue.

Dennis Meekhof - Mann Construction spoke on exterior bolts that would be placed for seasonal banners.

A representative from Dollar General addressed the Plan Commission on the retention wall, related expenses for building materials and the requirement of Class 1 materials. A statement was made that DG is struggling with the costs of Class 1 materials that were reviewed prior to Plan Commission with Staff.

Engineer Selle moved, seconded by Highfield to recommend approval of the Site Plan, subject to the following conditions:

- Waive the requirement for the maximum driveway size because the Zoning Ordinance only requires the 24-foot maximum at the access point to the right-of-way and the proposed development does not take access directly from the right-of-way.
- Accept the landscaping plan as shown with the required total number of points being met for Yards using plantings within the stormwater management area.
- Require the applicant to provide signage plans (if desired) that meet the requirements of the Zoning Ordinance, subject to approval by the Plan Commission. A signage plan will return for Plan Commission approval.
- Require submittal of new sidewalk layout, water and sanitary layout and details, as well as copy of recorded stormwater maintenance agreement as noted above
- Any other recommendations from City staff and the Plan Commission.

Manager Houseman stated that Class 1 materials are required as part of the Zoning Ordinance and are required for this zoned property. Engineer Selle stated many projects occurring in the City are utilizing Class 1 materials. The proposed building will be located in the Janesville Avenue corridor.

Manager Houseman called for the vote. Motion carried 7-0 in favor.

4. Adjournment

Kessenich moved, seconded by Schull to adjourn. Meeting adjourned at 5:00 pm.

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer/Finance Director