



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, MARCH 12, 2024 – 4:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

Plan Commission Chairperson City Manager Rebecca Houseman called the meeting to order at 4:00 pm.

2. Roll call

Plan Commission Members: Chairperson Houseman; Engineer Selle; Council Representative Schultz; and Commissioners, Gray, Highfield, Kessenich, and Shull.
Also present: Building Inspector.

3. New Business

*a. Review and possible action relating to the minutes of the **February 13, 2024, regular Plan Commission meeting***

Commissioner XX moved, seconded by Commissioner XX to accept the minutes of the XX regular Plan Commission meeting. Motion carried.

*b. Review and possible recommendation to the City Council relating to a **Certified Survey Map** for St. Paul Church Lutheran Church located at 309 Bluff Street (CSM-2024-01) (Draeger)*

Inspector Draeger began, St. Paul's Congregation has maintained St. Paul's School and the church's parsonage on these parcels for many years. The CSM presented was approved in 2022 along with a Site Plan approval for a gym addition for the school. Site plan approvals do not have a period of expiration. However, the CSM approval did expire according to Section 70.05.03(6) of the City's Land Division and Development Ordinance after not having been recorded by the Register of Deeds within 12 months of city approval. This review is to renew the initial recommendation to the City Council by the Plan Commission on November 22, 2022. The property owner would like to combine 3 separate lots into a single lot. The location is on Bluff Street in Fort Atkinson and is used for the school and parsonage of the St Paul's Church community. The proposal "cleans up" old property lines no longer governing the existing use. The only comment is for the applicant to note the proposed stormwater basin as a permanent easement for such on the property. City staff has reviewed the preliminary CSM and have no concerns about the consolidation.

Commissioner XX moved, seconded by Commissioner XX to recommend that the City Council approve this preliminary Certified Survey Map combining three lots into a single lot with the addition of the stormwater easement as noted. Motion carried.

4. Adjournment

Commissioner XX moved, seconded by Commissioner XX to adjourn. Meeting adjourned at

Respectfully submitted