

REPORT OF CITY PLAN COMMISSION

Monday, August 1, 2011 – 6:00 PM

PRESENT: Chairperson Mayor Halverson, Ald. Jerry Moore, Tony Patton, Shari Laskowski, Jack Curtis, and Maurice Rice.

ALSO PRESENT: Community Dev. Dir. Michael Ostrowski, Ald. M. Stroik, Ald. R. Stroik, Ald. M. Molski, Frank Pisarski Jr., Roger Zblewski, Bob Woeher, Jim Solka, Reid Rocheleau, Cathy Dugan, Matt Shippy, Mike Hooyman, and Matthew Brown.

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1. Approval of the report of the July 5, 2011 Plan Commission meeting.
 2. Discussion and possible action on a request from Pisarski/Dzikowski Funeral Home Inc., for a variance to the landscaping standards for a parking lot located at **703 Second Street, 719 Second Street, and on the property that fronts on Washington Avenue. Parcel IDs 2408-29-3033-12, 2408-29-3033-06, and 2408-29-3033-08.**
 3. Discussion and possible action on a request from NewPage, for a conditional use permit for the purposes of constructing a courtyard dock addition to their building located at **707 Arlington Place. Parcel ID 2408-32-3002-55.**
 4. Other Business.
 5. Adjourn.
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1. Approval of the report of the July 5, 2011 Plan Commission meeting.

**Motion by Ald. Moore to approve the report; seconded by Commissioner Laskowski.
Motion carried 6-0.**

2. Discussion and possible action on a request from Pisarski/Dzikowski Funeral Home Inc., for a variance to the landscaping standards for a parking lot located at **703 Second Street, 719 Second Street, and on the property that fronts on Washington Avenue. Parcel IDs 2408-29-3033-12, 2408-29-3033-06, and 2408-29-3033-08.**

Director Ostrowski reported that in mid June the Community Development department had noticed that the parking lot was being reconstructed. At that time the building inspector notified the owners that the parking lot would need to be reviewed. Following that Director Ostrowski had a conversation with Frank Pisarski Jr. notifying him that the project would need to be reviewed by the Plan Commission because they would not meet the landscaping requirements for the parking lot. At that time they were not aware that landscaping standards would apply with the reconstruction of an existing parking lot. Director Ostrowski indicated that if a parking lot is reconstructed over 50%, it must meet the current requirements, unless a variance is granted by the Plan Commission.

Director Ostrowski said staff has reviewed this request, and recommends that a variance be granted because the funeral home is currently below the minimum number of stalls required for that type of use. The zoning code requires the greater of one stall for each four seats or one stall for each 60 square feet. The lot currently has 62 stalls and the code would require 72 using the one per four seat requirement or 90 stalls using the one per 60 square feet requirement. However, staff would recommend the following changes/additions:

- Require landscape islands at the areas indicated within the staff report (near the ingress/egress points on Second Street and Fourth Avenue).
- The landscape islands shall include plant material (shrubs/hedges): minimum 18 inches in height when measured immediately after planting. Three (3) foot maximum height where abutting public right-of-way. Individual plants shall be spaced so as to provide continuous screening within a two-year period. The landscape islands shall also meet the clearview requirements (2 feet in height within the first 5 feet). The landscaping shall be maintained in perpetuity.
- The landscape islands shall be raised and curb shall be installed to protect the landscaping from damage. In addition, the landscape islands shall have a drain opening in them to allow the stormwater sheeting off of the parking lot to drain into these areas, or an equivalent alternative shall be provided.
- The landscape islands shall be sized appropriately to cover the entire section between the property line and the first parking stall, excluding the room to exit/enter the vehicle.

Frank Pisarski Jr. - 1935 Second Drive, Junction City, WI - Stated that he believed that the contractor knew the requirements for the reconstruction of a parking lot. Over the past few years they have been trying to patch the lot, but do to safety concerns, it was time to reconstruct the lot. Mr. Pisarski has concerns with the landscaping recommendations within the staff report, specifically relating to visibility on Second Street. Also, the striping that was done on the lot was done incorrectly, and they will likely be changing it in the future to move the spaces closer to the sidewalk. Mr. Pisarski also indicated that the spot for the landscape island off of Fourth Avenue will be used for a handicap space or loading area. Mr. Pisarski has spoken with the neighbors and they seem to like it the way it is and do not feel additional landscaping and screening is necessary. There is also a concern with the snow removal in the winter. The landscape islands will make it more difficult to remove the snow, causing more disruptions for the neighbors.

Roger Zblewski - 1521 Porter Road, Plover, WI - Stated he is a 30 year veteran of taking care of the Pisarski/Dzikoski Funeral Home lot, and tries to plow snow prior to 5:00 AM due to the traffic volume on Second Street. He has had several complaints in regards to the beeping on his plow trucks, and if there is landscaping in the lot to plow around, it would take him longer to plow the lot. Mr. Zblewski feels a complete variance to the landscaping should occur.

Bob Woeher - 727 Second Street – Provided the Plan Commission with a basic background of the parking lot and the property from the time he purchased his property. Mr. Woeher said when the ordinance was changed to require landscaping, the funeral home put in bushes and gravel pads on the Washington Avenue side. In regards to this request, Mr. Woeher does not feel that landscaping is necessary and that it detracts from the safety of the area. He also does not agree with the fencing on the northeast side of the property for screening. His recommendation is for a larger curb cut on Fourth Avenue, and to leave the rest of the lot as it currently exists.

Reid Rocheleau - 408 Cedar Street, Whiting, WI - Stated that this is a city-wide issue, and the Plan Commission should be cautious with their decision. Mr. Rocheleau believes this is a self imposed hardship, and that they should have come to the Plan Commission prior to finishing the project. He also believes that there should be time taken to plan for the landscaping.

Cathy Dugan - 615 Sommers Street - Wants the Commission to look at the larger picture of a business that was allowed to over build in the past, and now is trying to make up for it. She compared the area to the Boston Funeral Home area and pointed out several landscaping and screening items that they have including fencing, potted plants, and hedging. Ms. Dugan is in agreement with the staff report and suggestions of limited landscaping, and thinks it is a good compromise to the ordinance.

Jim Solka - 708 Second Street - Does not think that the landscaping suggested for Second Street will screen the area in any way. He believes a variance should be granted.

Frank Pisarski Jr. - 1935 Second Drive, Junction City, WI - Wanted to clarify that he was not trying to sneak anything over the on the Plan Commission. He did contact the Community Development Director the next day after being made aware of his requirements, but did need to get the lot completed for immediate parking needs and was willing to accept whatever would be required of him after the lot was completed.

Mayor Halverson reminded the Commission that staff recommendations were to allow a variation from the landscaping standards, but to require landscaping islands at certain points on the lot. Mayor Halverson wanted the Commission to consider the fact that the lot does not meet the minimum requirements of stalls for the use required by the ordinance.

Commissioner Patton indicated that if these landscaping islands are put in, the snow removal becomes more difficult. The snow will have to be manually removed around the islands.

Motion by Commissioner Patton to grant a variance and leave the lot as it exists; seconded by Alderperson Moore.

Commissioner Laskowski asked that if the variance was granted, what happens if the business acquires more property. Mayor Halverson stated that the conditions would have to be met for the new property acquired, and the variance is only for the current property locations.

Commissioner Rice has a concern with the issue of repaving the lot and not meeting the requirements of the ordinance. He does not see the safety concern. He would agree to waive the center landscaping island on Second Street and the one on Fourth Avenue if that is to become a handicap stall.

Mayor Halverson stated that when a parking lot is reconstructed it should require a permit to alleviate these issues. He feels that a general variance should be granted.

Motion carried 5-1, with Commissioner Rice voting in the negative.

3. Discussion and possible action on a request from NewPage, for a conditional use permit for the purposes of constructing a courtyard dock addition to their building located at **707 Arlington Place. Parcel ID 2408-32-3002-55.**

Director Ostrowski reported that NewPage is looking to construct a small loading dock addition on the south side of the building. The addition will be between two portions of the building, but will be

viewable from Wood Street and Wisconsin Street. Staff would recommend approval with the following conditions:

- The exterior materials shall match the existing building of brick.
- Lighting should not negatively impact the adjacent properties.
- The project shall be completed within one year after final approval.

Mike Hooyman - Poyry Engineering - Appleton, WI – Stated he is representing NewPage on this request. He said the mill needs the dock to handle pulp deliveries that will be coming into the mill. The dock would be tucked between the buildings and would not be seen from Water Street. They are doing the best they can to match the existing materials, and utilities are already at that location.

Motion by Commissioner Moore to approve; seconded by Commissioner Rice. Motion carried 6-0.

4. Adjourn.

Motion to adjourn. Meeting adjourned at 7:04 PM.