



City of Reedsburg
134 South Locust Street, P.O. Box 490
Reedsburg, WI 53959
Ph. 608-524-6404 Fax. 608-524-8458
www.reedsburgwi.gov

City Plan Commission Agenda
March 10, 2020
Reedsburg City Hall Council Chambers
6:00 PM

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMBERS OF THE COMMON COUNCIL MAY ATTEND THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THE COMMON COUNCIL HAS DECISION-MAKING AUTHORITY. IF A QUORUM OF THE COMMON COUNCIL ATTENDS THIS MEETING, NO ACTION WILL BE TAKEN BY THE COMMON COUNCIL AT THIS MEETING.

CALL TO ORDER

APPROVAL OF MINUTES

I. APPROVE MINUTES FOR THE MEETING HELD ON FEBRUARY 11, 2020:

THE COMMITTEE WILL RECEIVE INFORMATION ON NON-AGENDA TOPICS BROUGHT BEFORE THE COMMITTEE BY MEMBERS OF THE PUBLIC. THE COMMITTEE WILL NOT DISCUSS THESE TOPICS, AND WILL NOT TAKE ACTION ON ANY OF THEM AT THIS MEETING

I. GENERAL BUSINESS:

- A. Consider annual Conditional Use Permit for farming on vacant residential-zoned lots - Hay Creek Estates Subdivision; along Hay Creek Trail and Russell Court, between Myrtle St. and N Dewey Ave - Hay Creek Estates LLC
- B. Consider annual Conditional Use Permit for farming on vacant residential and business-zoned lots - Westerfair Subdivision (Exhibit Circle/Derby Row); Parcel #s: 2408-133, 2408-137 - Pace Farms
- C. Consider concept plan for 18th Addition to Ernstmeyer Acres Subdivision
- D. Discuss neighborhood stores

II. ADJOURN:



The City of Reedsburg does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by calling (608) 524-6404. To be able to meet the needs of a request for a different format contact the City Clerk-Treasurer at 134 S. Locust Street, Reedsburg, WI at least 48 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

Reedsburg Plan Commission
February 11, 2020



Mayor Dave Estes called the meeting of the Reedsburg Plan Commission to order at 6:00 PM in Reedsburg City Hall.

Present: Steve Zibell, Richard Braun, Greg Finkel

Absent: Alder Dave Knudsen, Alder Mike Gargano, Dan DeBaets

Staff: Tim Becker, Brian Duvalle

Approval of Minutes: Motion by Braun, seconded by Finkel to approve the 1/14/20 meeting minutes.

Motion approved

Consider annual Conditional Use Permit for farming on vacant residential and commercial-zoned lots – Eastridge Estates Subdivision and two vacant lots on south side of Huntington Park Dr between Viking Dr and Eastridge Circle - 276-2200-51000; 276-2626-8061 – ERH LLC / Harlen Olson

This is similar to previous requests although soybeans may be added to some lots.

Motion by Estes, seconded by Braun to approve the CUP as presented and with 2019 conditions.

Motion approved

Consider annexation of two parcels from the Town of Reedsburg to the City of Reedsburg. – E6635 Fawn Valley Dr; Parcel #s 030-1171-01000 & 030-1171-02000 – Ricky & Mary Brantley.

There is a signed agreement for water and sewer, and the sewer will need to be run from the east along Fawn Valley Dr.

Motion by Finkel, seconded by Braun to recommend approval of the annexation.

Motion approved

Consider Site Plan Review for an 11,250 square feet storage addition to the Cellox facility. – 1200 Industrial Dr; Parcel #2091 – Khris Barber – Advanced Building Corporation.

This addition is for more warehouse space and would have similar exterior architectural features.

Motion by Braun, seconded by Zibell to approve the site plan as presented.

Motion approved

Consider sign permit to allow an electronic sign at this property located in a B-1 Business zoning district. City ordinance requires that any electronic sign outside of the B-2 business zone requires Plan Commission approval – 132 S Park St; Parcel #0982 – Oakdale Credit Union.

Discussion held on electronic sign standards and will have automatic dimming. There will be no flashing messages.

Motion by Estes, seconded by Braun to approve the permit as presented.

Motion approved

Motion by Finkel, seconded by Braun to adjourn at 6:15 PM.

Motion approved

Respectfully submitted,

Brian Duvalle
Planner/Building Inspector

Plan Commission
Staff Report

DATE: 3/10/2020

APPLICANT: Hay Creek Estates LLC

LOCATION: Hay Creek Estates Subdivision; along Hay Creek Trail and Russell Court,
between Myrtle St. and N. Dewey Ave

ZONING: R-2 Residential

PROPOSED LAND USE CHANGE: Conditional Use Permit (CUP)

DESCRIPTION OF PROPERTY/IMPROVEMENTS: Consider annual CUP for farming
on vacant residential-zoned lots

General Findings

SURROUNDING LAND USES:

- North – Agricultural
- West – Single/two-family dwellings
- South – Single-family dwellings
- East – Single-family dwelling, Ag

ZONING:

- North- Agricultural
- West- R-2 Residential
- South- R-2 Residential
- East- R-2 Residential

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS:

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: Residential

COMMENTS

POLICE:

FIRE:

PUBLIC WORKS:

UTILITIES:

AMBULANCE:

ADMINISTRATOR:

SCHOOL:

STAFF COMMENTS: There were no issues reported in 2019.

Approval conditions:

1. Type of crop
2. No. of harvests
3. Neighbor notification
4. Curb maintenance
5. Hours of operation
6. Any exempt lots
7. Setbacks
8. Time limit to remove crop
9. Crop height

2019 Approval

1. Notify neighbors in person or phone call at least 24 hours in advance of harvesting.
2. Hay only
3. Minimum of 2 harvests, maximum of 4.
4. Harvest during daylight hours only
5. Maintain treebank
6. 5' sidewalk setback
7. Remove bales within 24 hours; Maximum 3' height of hay

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. Tuesday, March 10, 2020, Plan Commission Agenda
- D. Land Use Change Application
- E. Staff Report
- F. Request for Review
- G. Notice of Public Meeting

City of Reedsburg Land Use Application

134 S. Locust St.
PO Box 490
Reedsburg, WI 53959

Ph: 608-524-6404
Fax: 608-524-8458
bduvalle@ci.reedsburg.wi.us

APPLICANT: Haycreek Estates LLC
ADDRESS: P.O. Box 350 **CITY:** Reedsburg **STATE:** WI
ZIP: 53959 **PHONE:** 524-6108 **FAX:** 524-8862
E-MAIL: Pamela.coy@vikingsvillageinc.com
PROPERTY OWNER: (if different from Applicant) _____

LOCATION: Haycreek Estates LLC **PARCEL #:** _____

LAND USE CHANGE REQUESTED

(Please describe one or more as applicable – attach extra pages/maps if necessary)

☒ **Conditional Use Permit:** Farming

For **CONDITIONAL USE PERMIT** requests, also answer "A & B" on back page.

☐ **Zoning Variance:** _____

For **VARIANCE** requests, also answer "C" on back page.

☐ **Zone Change (Rezoning) - From:** _____ **To:** _____

☐ **Certified Survey Map (C.S.M.):** _____

☐ **Preliminary Plat:** _____ **Final Plat:** _____ **Name of Plat:** _____

☐ **Site Plan Review:** (See "B" on back page) _____

☐ **Comprehensive Plan Amendment:** _____

☐ **Other:** _____

AFFIDAVIT

I certify that the information and plans submitted are true and accurate to the best of my knowledge. I also give permission to City zoning officials to enter my property for inspection purposes.

Pamela K Coy 1-29-2020
Applicant Signature / Date

William E. Coy 1-29-2020
Owner Signature / Date

Extraterritorial Committee Date: _____
Plan Commission Date: _____
Board of Zoning Appeals Date: _____
City Council Action & Date: _____

Account #10-461500-00

**The applicant or representative MUST
ATTEND the meeting.**

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Conditional Use \$153	_____
Cond. Use-Agriculture \$400	<u>X</u>
Variance \$112	_____
Zone Change \$200	_____
C.S.M. \$171	_____
Subdivision Plat \$610	_____
- w/ Stormwater Plan \$100	_____
Flood Plain Zone \$189	_____
Mapping Fee \$61/parcel	_____
in C.S.M./plat	_____
Comp Plan Amend \$200	_____
Date Paid	<u>1-30-2020</u>
Receipt #	<u>1634139</u>

Plan Commission
Staff Report

DATE: 3/10/2020

APPLICANT: Pace Construction & Leasing LLC

LOCATION: Westerfair Subdivision (Exhibit Circle / Derby Row)
Parcel #: 2408-133, 2408-137

ZONING: R-2 Residential

PROPOSED LAND USE CHANGE: Conditional Use Permit

DESCRIPTION OF PROPERTY/IMPROVEMENTS: Annual CUP for agricultural use of residential-zoned subdivision lots.

General Findings

SURROUNDING LAND USES:

- North – Single-family dwellings
- West – Single-family dwelling, detention pond area, Ag use
- South – Single-family dwellings
- East – Single-family dwellings

ZONING:

- North- R-2 Residential
- West- R-2 Residential
- South- R-2 Residential
- East- R-2 Residential

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: Exhibit Circle & Derby Row

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: Single-family Residential

COMMENTS

ADMINISTRATOR:

AMBULANCE:

FIRE:

POLICE:

PUBLIC WORKS:

SCHOOL:

UTILITIES:

OTHER:

STAFF COMMENTS: There are two fewer lots this year, but the size is still within compliance. One acre (43,560 SF) is required, and the two remaining lots equal about 46,000 SF.

Approval conditions:

1. Type of crop
2. No. of harvests
3. Neighbor notification
4. Curb maintenance
5. Hours of operation
6. Any exempt lots
7. Setbacks
8. Time limit to remove crop
9. Crop height

2019 Approval

1. Notify neighbors in person or phone call at least 24 hours in advance of harvesting.
2. Hay only
3. Minimum of 2 harvests, maximum of 4.
4. Harvest during daylight hours only
5. Maintain treebank
6. 5' sidewalk setback
7. Remove bales within 48 hours
8. Maximum 3' height of hay

Exhibit List

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City of Reedsburg Land Use Application

134 S. Locust St.
PO Box 490
Reedsburg, WI 53959

Ph: 608-524-6404
Fax: 608-524-8458
bduvalle@ci.reedsburg.wi.us

APPLICANT: Pace Farms

ADDRESS: E6918 Ski Hill Rd **CITY:** Reedsburg **STATE:** WI

ZIP: 53959 **PHONE:** 608-393-5505 **FAX:** N/A

E-MAIL: tpace2211@gmail.com

PROPERTY OWNER: (if different from Applicant) _____

LOCATION: Westerfair Subdivision **PARCEL #:** 276-2408-13300
276-2408-13700

LAND USE REQUEST

(Please describe one or more as applicable – attach extra pages/maps if necessary)

☐ **Certified Survey Map (CSM):** _____

☒ **Conditional Use Permit:** Conditional Use - Agriculture

For **CONDITIONAL USE PERMIT** requests, also answer "A & B" on back page.

☐ **Preliminary Plat:** _____ **Final Plat:** _____ **Name of Plat:** _____

☐ **Rezoning - From:** _____ **To:** _____ **TID #** _____

☐ **Site Plan Review:** (See "B" on back page) _____

☐ **Zoning Appeal / Interpretation:** _____

☐ **Zoning Variance:** _____

For **VARIANCE** requests, also answer "C" on back page.

☐ **Other or Annexation:** _____

AFFIDAVIT

I certify that the information and plans submitted are true and accurate to the best of my knowledge. I also give permission to City zoning officials to enter my property for inspection purposes and for a temporary Zoning sign to be placed in my yard prior to the meeting.

Pace Farms
Theresa Pace 12-3-2020

Applicant Signature / Date

Pace Farms
Theresa Pace 12-3-2020

Owner Signature / Date

Extraterritorial Committee Date: _____
Plan Commission Date: _____
Board of Zoning Appeals Date: _____
City Council Action & Date: _____

Account #10-461500-00

The applicant or representative MUST ATTEND the meeting.

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Cond Use; Site Plan \$153	
Cond Use-Agriculture \$400	☒
Variance \$112	
Rezoning \$200	
C.S.M. \$171	
Subdivision Plat \$610	
- w/ Stormwater Plan \$100	
Flood Plain Zone \$189	
Annexation \$200	
Plan Amend \$200	
Date Paid	<u>2-6-2020</u>
Receipt #	<u>1034177</u>

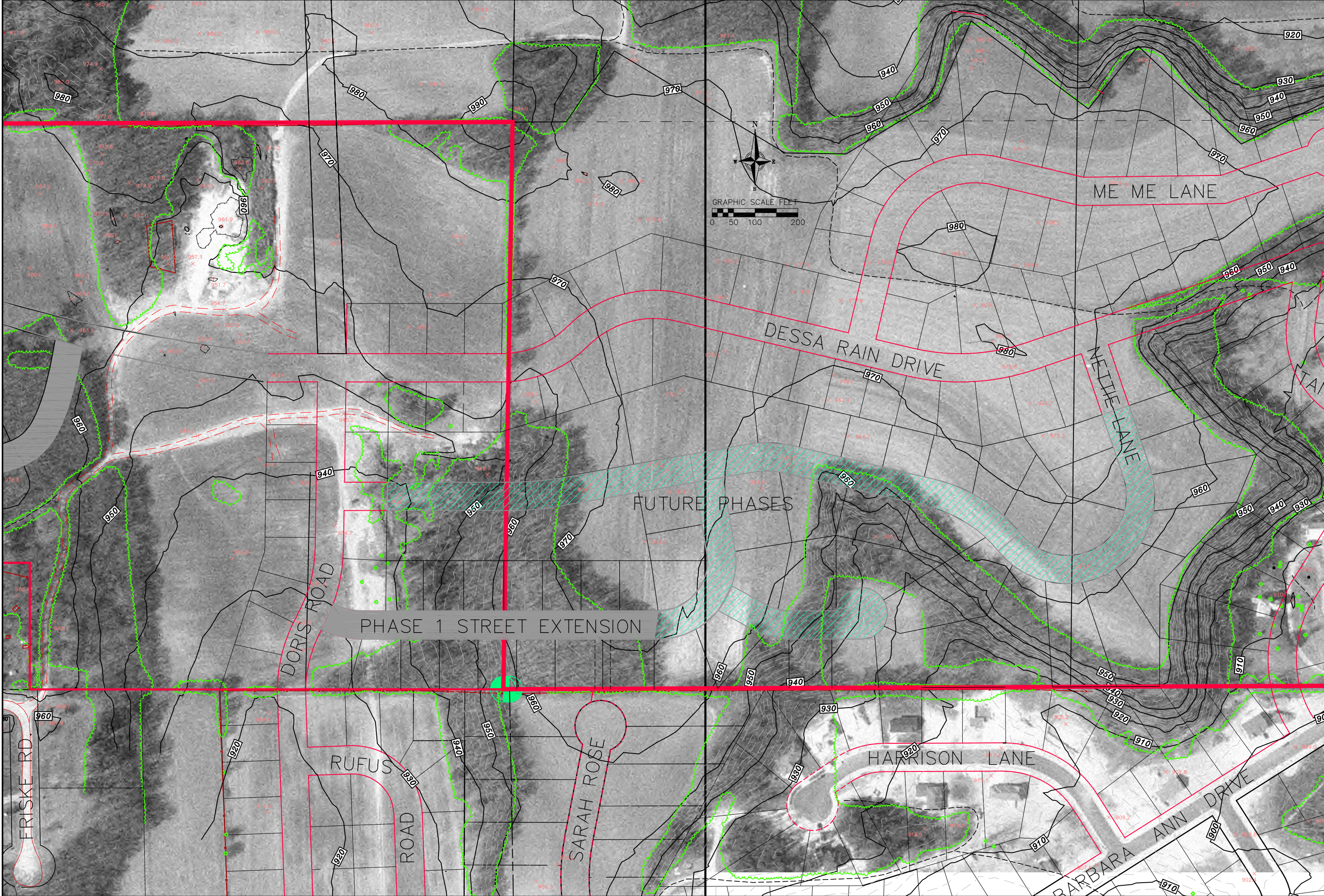
The following would be conducted
on the 2 lots:

Production of grass hay for
horse feed

Hay would be harvested twice
during the growing season.

All work done in a one week
time span (mow, rake, bale, remove)

Neighborhood given at least
24 hrs. notice of machinery being
present. (We try to give 3 days notice
but hay making is weather dependent
so that's not always possible)





vierbicher
planners | engineers | advisors
Phone: (800) 261-3898

2020 Street Extension
Ernstmeyer Builders

Reedsburg, WI

REVISIONS	
NO.	DATE

REVISIONS	
NO.	DATE

SCALE
AS SHOWN

DATE
March 2020

DRAFTER
GWOO

CHECKED
###

PROJECT NO.
###

SHEET
OF

DWG. NO.



Rendering of a corner store, showing how it relates to housing on a neighborhood block.
Source: Gibbs Planning Group

MARKETS

Corner stores can anchor a neighborhood

Corner stores are the smallest and most useful type of retail—here's how to make them succeed.

[ROBERT GIBBS](#) FEB. 10, 2020

The smallest and most useful retail type of center, the corner store holds a special place in neighborhoods. Most corner stores range from between 1,500 to 3,000 square feet in the first level. The store can be sited as a stand-alone structure or built into a mixed-use building, in both cases preferably on a corner facing two streets. If possible, attics and basements should be provided for additional storage requirements. These small stores offer the beverages, food, and sundries most nearby residents, local workers, and travelers need on a regular basis. Beer, bread, cigarettes, prepared sandwiches, and snacks represent the bulk of their sales. These stores offer convenience over selection and value. Excluding dense urban locations, corner stores require convenient, nearby parking to allow for quick in-and-out shopping. If properly

managed, off-street and on-street parking—alone or in combination—can meet the parking needs of the typical corner store.

The best locations for corner stores are on major local roads at the busiest entryway into the neighborhood. In densely populated traditional neighborhood developments (TNDs), a corner store can be economically sustainable within the neighborhood when sited on its primary street. When located adjacent to community buildings, parks, and schools, the store can benefit from the traffic generated by these uses.

Approximately 800 to 1,000 households are necessary to support the average corner store, which equals the number of households in a 160-acre TND. The number of required households can be significantly reduced if the store is located on a major road carrying 10,000 or more cars per day or if the store specializes in niche products, such as wines, package liquors, or baked goods. Sufficient vehicular traffic allows corner stores that double as gasoline stations to be supportable without nearby residences. Moreover, while a neighborhood is being built, construction traffic can support corner stores before the critical number of occupied houses is met. However, workers in the construction trades tend to be price sensitive, often preferring inexpensive snacks, sandwiches, and beverages that may not necessarily appeal to future neighborhood residents.

Source: <https://www.cnu.org/publicsquare/2020/02/10/corner-stores-can-anchor-neighborhood>