



CITY OF REEDSBURG
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City Plan Commission Agenda
April 9, 2024
Reedsburg City Hall Council Chambers
6:00 PM

DUE TO THE RESTRICTIONS CAUSED BY THE COVID-19 PANDEMIC, SOME VOTING MEMBERS MAY BE PRESENT VIA TELECONFERENCE OR VIDEO CONFERENCE, AS PROVIDED BY THE RECOMMENDATIONS OF THE WISCONSIN DEPARTMENT OF JUSTICE. [HTTPS://WWW.DOJ.STATE.WI.US/NEWS-RELEASES/OFFICE-OPEN-GOVERNMENT-ADVISORY-CORONAVIRUS-DISEASE-2019-COVID-19-AND-OPEN-MEETINGS](https://www.doj.state.wi.us/news-releases/office-open-government-advisory-coronavirus-disease-2019-covid-19-and-open-meetings)

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 MARCH 12, 2024:

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 - 1040 Clark St; Parcel #s 3180 & 3202 - Sauk County Land Resources & Environment Dept.
- B. Consider recommending zoning amendments on zero lot line duplexes and multi-family housing in the B-3 zone.
- C. Review development updates

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

March 12, 2024



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

Present: Alder Sonny Hyde, Steve Zibell, Beth DeForge, Derek Horkan

Absent: Alder Mike Gargano, Dan DeBaets

Staff: Tim Becker, Brian Duvalle

Approval of Plan Commission Minutes: Motion by Horkan, seconded by Hyde to approve the 2/13/24 meeting minutes.

Motion approved

Consider ORD 1968-24 recommending rezone of parcels from B-1 to B-3 Business. – 148 & 156 Vine Street; Parcel 276-1005-00000 & 276-1005-10000 – 3LL, LLC

Motion by Zibell, seconded by Horkan to recommend approval to Council as presented.

Motion approved

Consider recommending final Subdivision Plat and site plan for new duplexes with zero lot lines – 1351 8th St (Armida Court), Parcel 276-2031-08000– Third Act Development, LLC

Discussion held on phase II of the plat including the proposed duplexes with zero lot line on the cul-de-sac and phase I duplexes on the east side of the plat.

Motion by DeForge, seconded by Hyde to recommend approval to Council as presented.

Motion approved

Update on Great Sauk State Trail

Duvalle met with Brian Simmert from Sauk County. The state requires that trails be offroad and not directly on streets/highways. The County is still reviewing options on the proposed route to Reedsburg.

Motion by Zibell, seconded by Estes to adjourn at 6:12 PM.

Motion approved

Respectfully submitted,

Brian Duvalle
Planner/Building Inspector

BACK TO WORKSPACE

All information saved a month ago

DELETE FORM

Application form Conditional Use

All required fields are marked with *

CONDITIONAL USE PERMIT

Close ^

Existing Use

Proposed use

Agriculture

Agriculture

PLEASE DESCRIBE HOW YOUR REQUEST MEETS EACH OF THE FOLLOWING CONDITIONAL USE STANDARDS, AS APPLICABLE.

Close ^

A. Proposed operation. No conditional use shall be approved by the Plan Commission unless it finds that the use for which such permit is sought will not be injurious to the neighborhood or otherwise detrimental to the public welfare and will be in harmony with the general purpose of this chapter and will not place demands on fire, police, or other public resources in excess of current capacity.

Please provide more information *

Planting and harvesting of crops. Operations will occur between 7am-9pm. Crops

B. Character and use of adjoining buildings and those in the vicinity. The proposed conditional land use shall not involve uses, activities, processes, materials, or equipment that would create a substantially negative impact on other conforming properties in the area by reason of traffic, noise, smoke, fumes, glare, and odors.

Please provide more information *

A 5' setback along adjacent lots will be maintained. Operator will notify neighbors

C. Utilities. The proposed conditional land use will be adequately served by electric, water & sewer facilities and refuse collection & disposal services.

Please provide more information *

Maintain/trim along curbs. No other utilities are present.

**PLEASE DESCRIBE HOW YOUR REQUEST MEETS EACH
OF THE FOLLOWING SITE PLAN STANDARDS, AS
APPLICABLE.**

Close ^

A. Topography and vegetation. The site plan shall be designed so that there is a limited amount of change in the overall natural contours of the site and shall minimize reshaping in favor of designing the project to respect existing features of the site in relation to topography, the size and type of the lot, the character of adjoining property, the minimization of tree and soil removal and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this chapter.

Please provide more informatoin *

Fields are no tilled leaving all crop residues after harvest.

B. Stormwater. Special attention shall be given to proper site drainage so that removal of stormwaters will not adversely affect neighboring properties.

Please provide more information *

Any runoff that occurs is directed to the riparian area to the NW, a storm water re

C. Emergency Services. All buildings shall be so arranged as to permit emergency vehicle access by some practical means.

Please provide more information *

N/A

D. Exterior lighting shall be arranged as follows:

- (1) It is deflected away from adjacent properties.
- (2) It does not impede the vision of traffic along adjacent streets.
- (3) It does not unnecessarily illuminate night skies.

Please provide more information *

N/A

E. Traffic generation, circulation and parking areas. The arrangement of public or common ways for vehicular and pedestrian circulation shall respect the pattern of existing or planned streets and pedestrian or bicycle pathways in the area.

Please provide more information *

N/A

F. Architectural plans; existing and proposed structures. The proposed conditional land use shall be designed, constructed, operated, and maintained so to complement the surrounding area. Physical buffers shall be added as needed for neighboring conformance.

Please provide more information *

N/A

G. Consistency with other plans and statutes. Site plans shall conform to all applicable requirements of City, state and federal statutes and the City of Reedsburg Comprehensive Plan, and approval may be conditioned on the applicant receiving necessary City, state and federal permits.

Please provide more information *

N/A

Please Select from the following

- ☐ North arrow
- ☐ Location of property lines, dimensions, and setbacks.
- ☐ Location of existing and proposed public roads, rights-of-way and private easements of record.
- ☐ Location of existing water bodies, surface drainage ways, stormwater controls, floodplains, and wetlands
- ☐ Location of existing and proposed buildings.
- ☐ Location of parking areas and all exterior lighting.
- ☐ Location of all loading / unloading areas.
- ☐ Location of all sidewalks, walkways, bicycle paths and areas for public use.
- ☐ Location of all utilities on the site.
- ☐ Location and specifications for all fences, walls, and other screening features.
- ☐ Location and specifications for all existing and proposed perimeter and internal landscaping
- ☐ Location and specifications for screening of all trash receptacles and other solid waste disposal facilities.
- ☐ Location and specifications for proposed signs.
- ☐ Elevation drawings for proposed commercial structures
- ☐ Floor plans, when needed to determine the number of parking spaces required.

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Staff Report

DATE OF MEETING: 4/9/24

APPLICANT: Sauk County Land Resources and Environment

LOCATION: 1040 Clark St; parcel #s 3180 & 3202

ZONING: R-2 Residential

PROPOSED LAND USE CHANGE: Conditional Use Permit (CUP)

DESCRIPTION OF PROPERTY/IMPROVEMENTS: Annual CUP for farming on residential-zoned properties.

General Findings

SURROUNDING LAND USES:

- North – Agricultural
- West – Agricultural
- South – SCHCC
- East – Duplexes, Kingdom Hall

ZONING:

- North- R-2 Residential
- West- Agricultural
- South- R-2 Residential / Government
- East- R-3 Residential

TOPOGRAPHY: Flat slopes

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

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: High-density Residential

COMMENTS

ADMINISTRATOR:

AMBULANCE:

FIRE:

POLICE:

PUBLIC WORKS:

SCHOOL:

UTILITIES:

OTHER:

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

2023 Approval:

1. Hours of operation 7am-9pm
2. Remove crops by December 1, 2023
3. Notify neighbors 24 hours prior in person or with door hangers for spraying or harvesting
4. Maintain/trim along curbs
5. 5' setback along adjacent lots
6. Winter wheat and cover crop

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. Tuesday, April 9, 2024, Plan Commission Agenda
- D. Land Use Change Application
- E. Staff Report
- F. Request for Review and Comment
- G. Notice of Public Meeting



ORDINANCE NO. 1971-22
(Zoning Ordinance Amendments)

The City of Reedsburg, Sauk County, Wisconsin, does hereby ordain as follows:

SECTION I: PURPOSE.

These amendments would address B-3 multi-family and zero lot line duplexes.

SECTION II: PROVISIONS AMENDED.

The following City of Reedsburg Code Sections are hereby amended by this Ordinance.

§ 690 Attachment 2

~~Multifamily developments shall have no more than 8 units for the total development.~~

§ 690-28.1 Zero lot line.

- B. Zero lot line construction. A development approach in which a building is sited on one or more lot lines. Two-family (duplex) construction is permitted ~~in R-1 and R-2 Zoning Districts~~ following site plan and certified survey map or plat approval by the Plan Commission.
- C.
- (6) (e) Such agreement shall be subject to Plan Commission approval, and then recorded by the developer against all affected properties and continually maintained by the property owners ~~before the building permit will be issued and the site plan approval takes effect.~~

SECTION III: VALIDITY.

Should any section, clause or provision of the ordinance be declared by the courts to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof, other than the part so declared to be invalid.

SECTION IV: CONFLICTING PROVISIONS REPEALED.

All ordinances in conflict with any provisions of this ordinance are hereby repealed.

SECTION V: EFFECTIVE DATE.

This ordinance shall be in force from and after its introduction and publication as provided by statute.

SECTION VI: PART OF CODE:

This Ordinance becomes part of the City of Reedsburg Code, Chapter 690.

Dated this 10th day of June 2024.

David G. Estes, Mayor

Jacob Crosetto, Clerk/Treasurer

1st Reading at Council:
Public Hearing Noticed:
2nd Reading at Council/Public Hearing:
Published, Enactment Date:

April 22, 2024
May 2 & May 9, 2024
June 10, 2024
June 20, 2024