



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
January 11, 2021
Reedsburg City Hall Council Chambers
5:30 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 DECEMBER 8, 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 recommending Certified Survey Map to divide existing parcel into three amending previous development approval waivers to permit access from an easement instead of a public street and to exceed lot density. - 1820 Huntington Park Dr; parcel #2200-52000 - Huntington Park LLC
- B. Consider zoning amendment for solar access requirements of section 650-59 for impermissible interference and neighbor notice.

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

December 8, 2020



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

Present: Alder Mike Gargano, Alder Dave Knudsen, Steve Zibell, Jay Brunken, Dan DeBaets

Absent: Greg Finkel

Staff: Tim Becker, Brian Duvalle

Approval of Minutes: Motion by Brunken, seconded by Zibell to approve the 11/10/20 meeting minutes.
Motion approved

Consider recommending rezoning property from R-2 Residential to B-2 Business, which if approved, would allow commercial use of the property. Rezoning to B-3 Business might also be considered. – 1104 Maple St; parcel #1784-00000 – RG Rezin Inc.

Discussion held on recent history of lot and is located between I-3 and R-2 zones. Nearby lots on S Grove St contain storage buildings. Owner Judy Rezin requests rezoning for potential sale. Knudsen would like to see similar aesthetics of the Industrial Park placed on future development.

Motion by Knudsen, seconded by DeBaets to recommend to Council approval of rezoning to B-2 Business.

Motion approved

Discuss upcoming Comprehensive Plan.

Motion by Knudsen, seconded by Gargano to approve the start of the Request for Proposal (RFP) process.
Motion approved

Motion by Gargano, seconded by Brunken to adjourn at 6:20 PM.

Motion approved

Respectfully submitted,

Brian Duvalle
Planner/Building Inspector

Plan Commission & Common Council
Staff Report

DATE: 1/11/21

APPLICANT: Luke Pelton

LOCATION: 1820 Huntington Park Dr; Parcel # 2200-52

ZONING: R-3 Residential

PROPOSED LAND USE REQUEST: Certified Survey Map (CSM); Planned Development Group (PDG)

DESCRIPTION OF PROPERTY/IMPROVEMENTS: Consider CSM to divide the existing parcel into three parcels and PDG waivers to allow Lot 3 to have only easement frontage and exceed lot density.

General Findings

SURROUNDING LAND USES:

- North – Residential & Commercial
- West – Commercial
- South – Commercial
- East – Residential

ZONING:

- North- B-2 & R-2
- West- B-2
- South- B-2
- East- R-3

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: Huntington Park Dr/Viking DR; 66' ROW

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: Residential

COMMENTS

ADMINISTRATOR:

AMBULANCE:

FIRE:

POLICE:

PUBLIC WORKS:

SCHOOL:

UTILITIES:

OTHER:

STAFF COMMENTS: This request is to divide the property into three lots so that each building has its own parcel as the owner's financier is requiring. However section 690-41 requires street frontage, whereas proposed Lot 3 will have only easement frontage. Therefore this will require another waiver through the PDG review.

§690-41 Site restrictions.

- A. *No land shall be used or structure erected where the land is held unsuitable for such use or structure by the Plan Commission by reason of flooding, concentrated runoff, inadequate drainage, adverse soil or rock formation, unfavorable topography, lower percolation rate or bearing strength, erosion susceptibility, or any other feature likely to be harmful to the health, safety, prosperity, aesthetics, and general welfare of this community. The Plan Commission, in applying the provisions of this section, shall in writing recite the particular facts upon which it bases its conclusion that the land is not suitable for certain uses. The applicant shall have an opportunity to present evidence contesting such unsuitability if he so desires. Thereafter, the Plan Commission may affirm, modify or withdraw its determination of unsuitability. All lots shall abut upon a public street, and each fan-shaped lot shall have a minimum street frontage of 40 feet.*
- B. *No building permits shall be issued for a lot which abuts a public street dedicated to only a portion of its proposed width and located on that side thereof from which the required dedication has not been secured.*

A second waiver is required for lot density. §690 Attachment 1 requires a minimum lot area of 1,500 SF per dwelling unit. However the parent parcel is not being divided equally as Lot 3 will be much larger than Lots 1 and 2. Therefore Lots 1 and 2 will have more units than permitted, so a written agreement may be helpful to ensure the properties stay under one ownership.

Lot 1 – 67,100SF / 1500 = 44 units (48 are built)

Lot 2 – 49,700SF / 1500 = 33 units (51 under construction)

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. Tuesday, January 11, 2021, Plan Commission Agenda
- D. Land Use Change Application
- E. Staff Report
- F. Request for Review and Comment
- G. Notice of Public Meeting

SAUK COUNTY CERTIFIED SURVEY MAP NO.



Curve Table							
Curve #	Arc Len.	Radius	Delta	Ch. Len.	Ch. Dir.	Tangent In	Tangent Out
C1	13.08'	22.23'	33°42'32"	12.89'	S33°21'13"W	S16°29'57"W	S50°12'29"W
C2	34.61'	51.11'	38°48'14"	33.96'	S30°48'22"W	S50°12'29"W	S11°24'16"W

SURVEYOR'S NOTES:

1. Fieldwork was performed on December 2, 2020.
2. Bearings referenced to the Wisconsin County Coordinate System, Sauk County, (WCCS Sauk NAD 83/2011), the west line of the NE 1/4, Section 11, Bears S00°02'12"W.

23 Dec 2020 - 9:39a R:\Pelton\160088 Reedsburg Apartment Complex\CADD\Pelton Reedsburg CSM II.dwg by: mlon

REVISIONS	SCALE	1" = 100'	1 OF 2
	CHECKED	wbul	
	DRAFTER	mlon	
	FILE	160088 — CSM	
JOB NO. 160088	DATE	12/23/2020	



vierbicher
planners | engineers | advisors

Phone: (800) 261-3898

LOT 2, SAUK COUNTY CSM NO. 6770, RECORDED IN VOLUME 41 OF CSMs, PAGE 6770-6770-B AND
LOCATED IN THE SW 1/4 OF THE NE 1/4 OF SECTION 11, T12N, R4E,
CITY OF REEDSBURG, SAUK COUNTY, WISCONSIN

SAUK COUNTY CERTIFIED SURVEY MAP NO. _____

SURVEYOR'S CERTIFICATE

I, Marc A. Londo, Wisconsin Professional Land Surveyor, hereby certify that I have surveyed and mapped all of Lot 2, Sauk County Certified Survey Map (CSM) #6770 located in the Southwest Quarter of the Northeast Quarter of Section 11, T12N, R4E, City of Reedsburg, Sauk County, Wisconsin, described as follows:

Commencing at the North Quarter Corner of Section 11, T12N, R4E; Thence S00°02'12"W, along the west line of the Northeast Quarter of said Section 11, 1324.63 feet, to the northwesterly corner of Lot 1, Sauk County Certified Survey Map (CSM) No. 6770;

Thence, N89°23'31"E, along the north line of said Lot 1, 298.97 feet to a found 3/4" diameter iron rod at the northwest corner of Lot 2 of said Sauk County Certified Survey Map 6770 and the point of beginning of this legal description;

Thence, N89°23'31"E, along the North line of said Lot 2, CSM No. 6770, 315.64 feet to a found 3/4" diameter iron rod; Thence, S73°30'03"E, along the north line of said Lot 2, CSM No. 6770, 110.29 feet to a found 3/4" diameter iron rod; Thence, N89°35'11"E, along said north line of Lot 2, CSM No. 6770, 252.36 feet, to a found 3/4" diameter iron rod at the northeasterly corner of said Lot 2, CSM No. 6770 and the northwest corner of East Ridge Estates Condominium; Thence, S10°55'15"W, along the west lines of East Ridge Estates Condominium and Lot 2 of CSM No. 5254 and the east line of said Lot 2 of CSM 6770, 315.24 feet to a found 3/4" diameter iron rod at the southeasterly corner thereof, the southwesterly corner of said Lot 2 of CSM No. 5254 and the north line of Lot 7 of Viking Village Estates;

Thence, S89°25'38"W, along the north line of said Lot 7 and the south line of said Lot 2, CSM No. 6770, 617.43 feet, to a found 3/4" diameter iron rod at the southwest corner of Lot 2, CSM No. 6770 and the southeast corner of Lot 1 of CSM 5239;

Thence, N00°28'27"E, along the west line of said Lot 2 of CSM No. 6770 and the east line of said Lot 1, CSM No. 5239, 171.00 feet to a found 3/4" diameter iron rod at the northeast corner thereof and the south line of said Lot 1 of CSM 6770; Thence N89°20'38"E, along the south line of said Lot 1 of CSM No. 6770, 3.69 feet, to a found 3/4" diameter iron rod at the southeast corner thereof;

Thence, N00°34'39"E, along the said east line of said Lot 1 of CSM No. 6770 and the west line of Lot 1 of CSM No. 6770, 170.83 feet returning to the Point of Beginning.

Said parcel contains 4.86 acres (211,511 Sq. Ft.), and is subject to all other easements and rights-of-way of record.

ACCESS EASEMENT DESCRIPTION

A 33 foot wide access easement benefitting Lots 2 & 3 of this Certified Survey Map being 16.5 feet perpendicular distant on both sides of the following described line with the side lines extended or shortened to their intersection with the adjoining lot boundary.

Commencing at the North Quarter Corner of Section 11, T12N, R4E; Thence S00°02'12"W, along the west line of the Northeast Quarter of said Section 11, 1324.63 feet, to the northwesterly corner of Lot 1, Sauk County Certified Survey Map (CSM) No. 6770;

Thence, N89°23'31"E, along the north line of said Lot 1, 298.97 feet to a found 3/4" diameter iron rod at the northwest corner of Lot 2 of said Sauk County Certified Survey Map 6770;

Thence, N89°23'31"E, along the North line of said Lot 2, CSM No. 6770, 315.64 feet to a found 3/4" diameter iron rod; Thence, S73°30'03"E, along the north line of said Lot 2, CSM No. 6770, 86.94 feet to a set masonry nail and the point of beginning of this access easement description being the beginning of a non-tangent curve concave to the northwest;

Thence, 13.08 feet, along said non-tangent curve, concave to the northwest having a radius of 22.23 feet, an included angle of 33°42'32", (a chord of 12.89 feet which bears S33°21'13" W)(C1) to a set masonry nail at the end of said curve;

Thence, S50°12'29"W, 39.34 feet to a set masonry nail and the beginning of a curve to the left;

Thence, 34.61 feet, along said curve to the left, having a radius of 51.11 feet, an included angle of 38°48'14", (a chord of 33.96 feet which bears S30°48'22"W)(C2) to a set masonry nail at the end of said curve;

Thence, S11°24'15"W, 42.65 feet, to a set masonry nail;

Thence, S00°34'27"E, 59.97 feet to the north line of Lot 3 as shown here on and the terminus of this access easement description.

Access easement contains 0.14 acres (6,258 Sq. Ft.), and is subject to all other easements and rights-of-way of record.

That such CSM is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made.

That I have made such survey and land division by the direction of Luke Pelton, Huntington Park, LLC, agent for the Huntington Park LLC, LLC, owner of said lands.

That I have fully complied with the requirements of Chapter 236.34 of the Wisconsin State Statutes and Chapter A-E7 of the Wisconsin Administrative Code and the subdivision regulations of the City of Reedsburg, Wisconsin.

Dated this 23RD day of DECEMBER, 2020

Marc A. Londo

Marc A. Londo, PLS-2696
Vierbicher Associates, Inc.

OWNERS CERTIFICATE

Huntington Park LLC, a Wisconsin Limited Liability Company, I, *Cody* Luke Pelton, as owner of the land described, does hereby certify that we caused the land described to be surveyed, divided, mapped and dedicated as represented on this Certified Survey Map. Huntington Park LLC, does further certify that this survey is required to be submitted to the City of Reedsburg for approval.

Dated this 28th day of December, 2020.

Cody Pelton
Luke Pelton, President
Huntington Park LLC, LLC

STATE OF WISCONSIN)

) SS

SAUK COUNTY)

Personally came before me this 28th day of December, 2020, the above named *Cody* Luke Pelton, Huntington Park LLC, to me known to be the person who executed the foregoing instrument and acknowledged the same.

Dana R. Brinden

Notary Public *Sauk*, Wisconsin.

My commission expires: 12/12/2021

CITY OF REEDSBURG APPROVAL

Resolved, that this Certified Survey is hereby approved for recording by the City of Reedsburg.

David Estes - Mayor Date

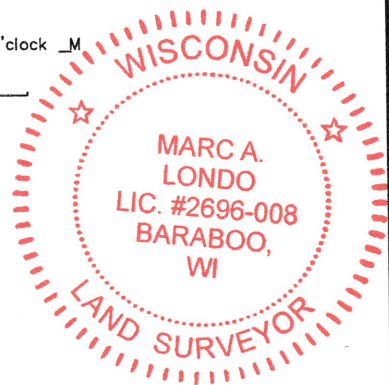
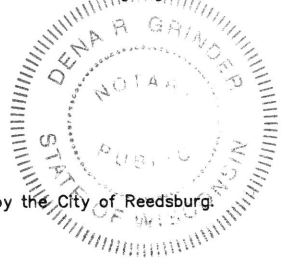
Jacob Crosetto - Clerk-Treasurer/Finance Director Date

REGISTER OF DEEDS CERTIFICATE

Received for recording this _____ day of _____, 2020 at _____ o'clock _____M.

and recorded in Volume _____ of Certified Surveys on Pages _____

Document No. _____



SHEET

2 OF 2

SCALE

na

CHECKED

wbul

DRAFTER

mlon

FILE

160088 - CSM

DATE

12/23/2020

REVISIONS

JOB NO.

160088

vierbicher

planners | engineers | advisors

Phone: (800) 261-3898

ORDINANCE NO. 1918-21

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

SECTION I: PURPOSE

The ordinance modifies the solar and wind access permit ordinance to define “impermissible interference” to include pre-existing vegetation if the permit holder takes responsibility for the cost of trimming such vegetation.

This ordinance also requires that owners of property affected by permits be provided copies of recorded notices.

SECTION II: PROVISIONS CREATED

City of Reedsburg Ordinance #690-59(4)(e) is created.

City of Reedsburg Ordinance #690-59(5)(c), (d), and (e) are created.

SECTION III: PROVISION AS CREATED.

City of Reedsburg Code sec. 690-59(4)

(e) Copies of the record notices shall be mailed to the owner of the property restricted by the permit.

City of Reedsburg Code sec. 690-59

(5) Impermissible Interference Defined.

(c) “Impermissible Interference” means the blockage of wind from a wind energy system or solar energy from a collector surface or proposed collector surface for which a permit had been granted under this section during a collector use period if such blockage is by any structure or vegetation on property, an owner of which was notified.

(d) “Impermissible Interference” does not include:

1. Blockage by a narrow protrusion, including but not limited to, a pole or wire, which does not substantially interfere with absorption of solar energy by a solar collector or does not substantially block wind from a wind energy system.
2. Blockage by any structure constructed, under construction for which a building permit has been applied for before the date the last notice is mailed or delivered.

(e) “Impermissible interference” includes vegetation planted before the date the last notice is mailed or delivered provided that the permit holder shall be responsible for the cost of trimming and such vegetation; and, the permit holder shall give consideration to proper pruning procedures and to the desires of the property owner in trimming such vegetation and shall not unnecessarily remove vegetation which does not or will not in a reasonable period of time create an impermissible interference.

SECTION IV: 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 invalid.

SECTION V: CONFLICTING PROVISIONS REPEALED:

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

SECTION VI: EFFECTIVE DATE:

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

SECTION VII.

This ordinance becomes part of City of Reedsburg Code Chapter 690.

David G. Estes, Mayor

Jacob Crosetto, City Clerk Treasurer

1st Reading at Council:

January 25, 2021

Public Hearing Noticed:

February 4 & 11, 2021

2nd Reading at Council/Public Hearing:

February 22, 2021

Published, Enactment Date:

March 4, 2021