



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 9, 2021
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 FEBRUARY 9, 2021:

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 CSM to divide existing tax parcel into two parcels, as well as recommending rezoning to R-3 Multi-family Residential for proposed Lot 1 and annexing it to City of Reedsburg. - E5857 County Rd K; Parcel#030-0627-00000 - Nicolet Lumber Company/Dennis Hermans.
- B. Consider amending section 690-28 - Limited agricultural activity in residential districts.

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 9, 2021



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

Present: Alder Dave Knudsen, Steve Zibell, Greg Finkel, Jay Brunken

Absent: Alder Mike Gargano, Dan DeBaets

Staff: Tim Becker, Brian Duvalle

Approval of Minutes: Motion by Brunken, seconded by Finkel to approve the 1/11/21 meeting minutes.
Motion approved

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

Motion by Estes, seconded by Zibell to approve the CUP as presented and with 2020 conditions.

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
8. Clean-up date of November 15, 2021.

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

An email was received from Jessie Phalen opposed to request. Knudsen suggests re-visiting the residential/farming standards in the future.

Motion by Knudsen, seconded by Brunken to approve the CUP as presented and with 2020 conditions as applicable. If 1+ lots of parcels 2626-451/452/453 go into contract prior to growing season, they are disqualified.

1. Hay, soybeans
2. Minimum of 2 harvests and maximum of 4 harvests with maximum 3' height
3. Notify residents 24 hours prior in person or with door hangers for spraying and harvesting
4. Maintain/trim along curbs
5. Hours are to be 7am – 9pm
6. 5' setback along adjacent lots
7. Remove hay bales within 48 hours of harvest
8. Clean-up date of November 15, 2021.

Consider site plan review for new 6,480 square foot storage building. – 1200 Industrial St; parcel #2091-00000 – Cellox, LLC

The building is to be used for cold storage and should be the last as future growth will include expansion of the main building.

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

Motion approved

Consider sign permit for electronic ground sign in R-2 Residential zone per § 690-104. – 1225 N Dewey Ave; parcel #1450-00000 – Church of God

An email was received in support from Lisa Sussek. The new sign is the same size and location as previous sign.

Motion by Knudsen, seconded by Brunken to approve the sign as presented.

Motion approved

Consider recommending Certified Survey Map and written agreement to divide existing tax parcel into two parcels: Lot 1 and Outlot 1. – SW corner of Hwy 136 (River Acres Lot 2) and Junction Rd; Parcel #010-0760-01000 – Steven Blakeslee

The proposed lot is an outlot as it is unbuildable and intended for a canoe launch. Town and RADC recommend approval.

Motion by Knudsen, seconded by Estes to recommend approval to Council as presented.

Motion approved

Consider Request for Proposal regarding 2022 Comprehensive Plan

Discussion on adding WWTP, regional park on west side and water service to RFP. Delete the cost amount.

Motion by Knudsen, seconded by Brunken to approve the RFP with deletion of the cost amount (#5).

Motion approved

Consider recommendation of extraterritorial boundary line location per Intermunicipal Boundary Agreement which is part of the Official Extraterritorial Zoning Map

Motion by Estes, seconded by Knudsen to approve as inclusion with Comprehensive Plan process.

Motion approved

Motion by Brunken, seconded by Finkel to adjourn at 6:49 PM.

Motion approved

Respectfully submitted,

Brian Duvalle
Planner/Building Inspector

Staff Report

DATE: 3/9/21

APPLICANT: Nicolet Lumber Company/Dennis Hermans

LOCATION: E5857 County RD K; Parcel #030-0627-00000

ZONING: R-3 Residential

PROPOSED LAND USE REQUEST: Certified Survey Map (CSM); Rezone; Annexation

DESCRIPTION OF PROPERTY/IMPROVEMENTS: Consider recommending CSM to divide existing tax parcel into two parcels, as well as rezoning to R-3 Multi-family Residential proposed Lot 1 and annexing it to City of Reedsburg.

General Findings

SURROUNDING LAND USES:

- North – Residential
- West – Residential, Ag
- South – Ag
- East – Residential, RAHS

ZONING:

- North – R-2 Residential
- West – Ag, R-2
- South – Ag
- East – R-2, R-3, Government

TOPOGRAPHY: Flat slopes

STREET R.O.W./TRAFFIC/ACCESS: County K Rd; 66' ROW

ENVIRONMENTAL HAZARDS/CONDITIONS: None known

COMPREHENSIVE PLAN DESIGNATION: Ag/Rural Residential

COMMENTS

ADMINISTRATOR:

AMBULANCE:

FIRE:

POLICE:

PUBLIC WORKS:

SCHOOL:

UTILITIES:

OTHER:

STAFF COMMENTS: The intent of this request is to develop new multi-family residential apartments, similar to the Potter Hill apartments in the Fawn Valley area. An agreement was reached with the school district to provide emergency access thru RAHS property, which will be further reviewed during the pending site plan review.

Exhibit List

- A. City of Reedsburg Comprehensive Plan
- B. Zoning Ordinance, City of Reedsburg, Wisconsin
- C. Tuesday, March 9, 2021, Plan Commission Agenda
- D. Land Use Change Application
- E. Staff Report
- F. Request for Review and Comment
- 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: Mr. Dennis Hermans, Nicolet Lumber Company ("NLC")

ADDRESS: 4050 Nicolet Drive **CITY:** Green Bay **STATE:** WI

ZIP: 54311 **PHONE:** (920) 866-2629 **FAX:** N/A

E-MAIL: dennis.nicoletlumber@gmail.com

PROPERTY OWNER: (if different from Applicant) Albert L. Fuhrman

LOCATION: C.T.H. "K" West of S. Preston Ave **PARCEL #:** Part of Parcel #0627-0000

LAND USE REQUEST

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

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

☐ **Conditional Use Permit:** _____

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

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

☒ **Rezoning - From:** Ag **To:** R-3 **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:** Annexation of Lot 1 of CSM #XXXX

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.

Dennis Hermans , 2/15/21

Applicant Signature / Date

Albert L. Fuhrman 2/16/21

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.**

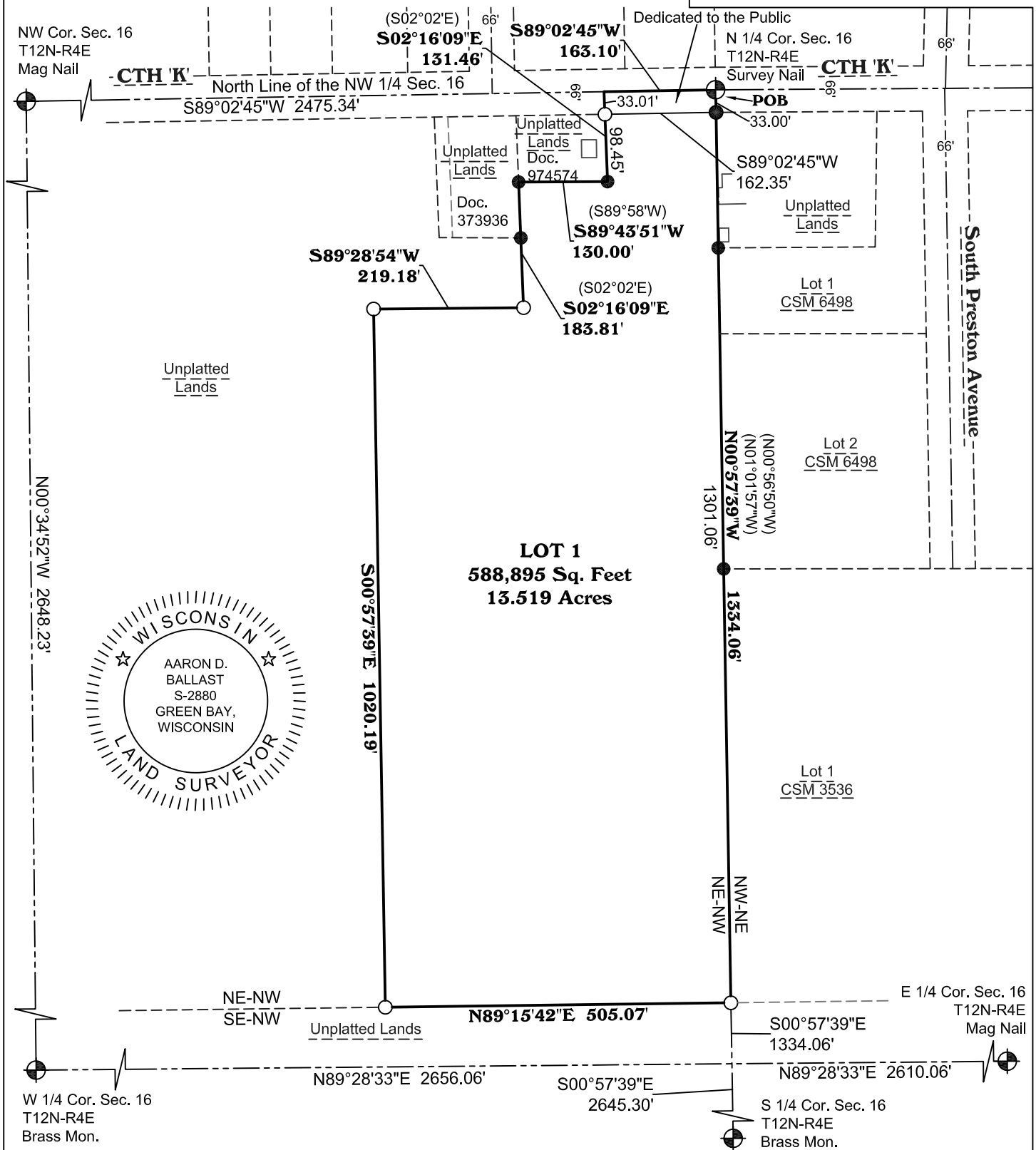
G:\wpnet\Zoning - Planning\Land Use Appl.doc

Cond Use; Site Plan	\$153	_____
Cond Use-Agriculture	\$400	_____
Variance	\$112	_____
Rezoning	\$200	<u>200</u>
C.S.M.	\$171	<u>171</u>
Subdivision Plat	\$610	_____
- w/ Stormwater Plan	\$100	_____
Flood Plain Zone	\$189	_____
Annexation	\$200	<u>\$200.00</u>
Plan Amend	\$200	_____
Date Paid	<u>3-1-2021</u>	_____
Receipt #	<u>1.037072</u>	_____

Preliminary

CERTIFIED SURVEY MAP No.

Part of the Northeast 1/4 of the Northwest 1/4
of Section 16, Township 12 North, Range 4
East, Town of Reedsburg, Sauk County,
Wisconsin.



TNT
Professional Land
SURVEYORS Inc.
2154 Early Street
Green Bay, WI 54304
(920)406-1477
Job # 0920-101

Owner: Albert L. Fuhrman
Address: CTH 'K'



Scale: 1"=200'



Bearings referenced to the Sauk County
Coordinate System and the North line of the
Northwest 1/4, Section 16, T12N, R4E,
published to bear S89°02'45"W.

- US Public Land Corner by Sauk County as noted.
- 3/4" iron rod found unless noted.
- 1" by 18" Iron pipe weighing 1.13# per linear foot set.
- Record Information
- Easement as noted

Preliminary

CERTIFIED SURVEY MAP

Part of the Northeast 1/4 of the Northwest 1/4 of Section 16, Township 12 North, Range 4 East, Town of Reedsburg, Sauk County, Wisconsin.

SURVEYOR'S CERTIFICATE:

I, Aaron D. Ballast, Professional Land Surveyor S-2880-008, do hereby certify that I have surveyed, divided and mapped that part of the Northeast 1/4 of the Northwest 1/4 of Section 16, Township 12 North, Range 4 East, Town of Reedsburg, Sauk County, Wisconsin bounded and described as follows:

Commencing from the North 1/4 Corner of said Section 16 also being the Point of Beginning; thence S89°02'45"W a distance of 163.10 feet along the north line of the Northwest 1/4 of said Section 16, to the East Line of lands described in Warranty Deed, Document No. 974574; thence S02°16'09"E a distance of 131.46 feet along said East Line to the South Line of said lands described in Warranty Deed, Document No. 974574; thence S89°45'51"W a distance of 130.00 feet along said South Line to the East Line of lands described in Warranty Deed, Document No. 373936; thence S02°16'09"E a distance of 183.81 feet along said East Line of said lands described in Warranty Deed, Document No. 373936; thence S89°28'54"W a distance of 219.18 feet; thence S00°57'39"E a distance of 1020.19 feet to the South Line of said Northeast 1/4 of the Northwest 1/4; thence N89°15'42"E a distance of 505.07 feet along said South Line to the East Line of said Northeast 1/4 of the Northwest 1/4; thence N00°57'39"W a distance of 1334.06 feet along said East Line to the Point of Beginning; having an area of 588,895 Square Feet (13.519 Acres) more or less and being subject to all easements and restrictions of record.

I do hereby further certify that I have made such survey under the direction of Albert L. Fuhrman, owner, and that this map is a correct representation of the exterior boundary of the lands surveyed and the division thereof, and that this survey fully complies with the Chapter 236.34 of the Wisconsin Statutes, the Town of Reedsburg and Sauk County Subdivision Ordinances and is true and correct to the best of my knowledge and belief.

Field work completed _____, 20____

Dated this _____ day of _____, 20____

Aaron D. Ballast, S-2880-008

RESTRICTIVE COVENANTS

1. No Poles, Pedestals or buried Cables are to be placed as to disturb any survey stake. A disturbance of a survey stake by anyone is a violation of Section 236.32 of the Wisconsin Statutes.



Preliminary

CERTIFIED SURVEY MAP

Part of the Northeast 1/4 of the Northwest 1/4 of Section 16, Township 12 North, Range 4 East, Town of Reedsburg, Sauk County, Wisconsin.

OWNER'S CERTIFICATE:

As owner, I hereby certify that I caused the land described herein to be surveyed, mapped, divided and dedicated as represented on this Certified Survey Map. We also certify that this Certified Survey Map is required to be submitted to the following for approval: Town of Reedsburg, Sauk County.

Albert L. Fuhrman

STATE OF WISCONSIN)
COUNTY OF BROWN) ss

Personally came before me this ____ day of _____ 20____, the above named owners to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public

My Commission Expires _____



Preliminary

CERTIFIED SURVEY MAP

Part of the Northeast 1/4 of the Northwest 1/4 of Section 16, Township 12 North, Range 4 East, Town of Reedsburg, Sauk County, Wisconsin.

CERTIFICATE OF THE TOWN OF REEDSBURG

Resolved, that this Certified Survey in the Town of Reedsburg, be and is hereby approved.
I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Reedsburg Town Board
and made effective this _____ day of _____, 20____.

Town Board Chairperson

CITY OF REEDSBURG APPROVAL

This Certified Survey Map is hereby approved by the City of Reedsburg this _____ day of _____, 2021.

Mayor Dave G. Estes

SAUK COUNTY PLANNING AGENCY APPROVAL

Resolved, that this Certified Survey in the Town of Reedsburg, be and is hereby approved and in compliance with Chapter 236 of the Wisconsin State Statutes, and the zoning requirements for the Sauk County Planning Agency and Land Division Subdivision Regulations.
I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Sauk County
Planning Agency and made effective this _____ day of _____, 20____.

Administrator

Date



TNT
Professional Land
SURVEYORS Inc.
2154 Early Street
Green Bay, WI 54304
(920)406-1477
Job # 0920-101



**§ 690-28. Limited agricultural activity in residential districts.
[Added 11-22-2010]**

- A. Definition. In this section, "limited agricultural activities" means the growing and harvesting of fruits, vegetables, flowers, cover crops such as oats or hay and other agricultural crops and other plants typically grown on farming operations in this area.
- B. Purpose. The City of Reedsburg acknowledges that in certain circumstances, subject to site-specific conditions, limited agricultural activities may be appropriate in residential districts.
- C. Conditional use. Limited agricultural activities are conditionally permitted in the R1, R2 and R3 Districts.
- D. Standards. Conditional use permits for limited agricultural activities in residential districts may be granted subject to the following:
 - (1) Permits shall be for one growing season with the right to reapply annually.
 - (2) The permit shall specify the crop(s) to be grown, the manner and frequency of harvest, setback from occupied lots, daytime hours of agricultural activity, notice to occupied lots of harvest days and such other reasonable conditions as deemed necessary by the City.
 - (3) A conditional use permit under this section may be issued only for undeveloped areas larger than one acre.