CITY PLAN COMMISSION
MARSHFIELD, WISCONSIN
Minutes of October 16, 2012

Meeting called to order by Chairman Meyer at 7:00 PM in the Council Chambers of City Hall Plaza.

PRESENT: Mayor Meyer**,** Ken Wood, Dan Knoeck, John Beck, Chris Jockheck and Karen Woodford
EXCUSED: Ed Wagner
ABSENT: None
ALSO PRESENT: City Administrator Barg; Planning and Economic Development Director Angell**;** Planner/Zoning Administrator Miller; Mike Slavney & Jessica Schmidtke – Vandewalle & Associates; and others.

PC12-68 Motion by Beck, second by Wood to recommend approval of the minutes of the September 18, 2012 City Plan Commission meeting.
All 'Ayes' Motion Carried

PUBLIC HEARING - Conditional Use Request by St. Vincent de Paul for a "Transitional Homeless Shelter" for a currently vacant lot located at 505 East Depot Street, zoned "B-4" General Commercial District.
COMMENTS: None

PC12-69 Motion by Wood, second by Beck to recommend approval of the Conditional Use Request by St. Vincent de Paul for a "Transitional Homeless Shelter" for a currently vacant lot located at 505 East Depot Street, zoned "B-4" General Commercial District, subject to the following conditions:

1. A 4'6" tall or greater solid privacy fence will be placed along the north property line that abuts a residential use.
2. Any trash receptacles stored outside shall be screened from adjacent property owners.
3. Only one accessory structure (shed), up to 200 square feet shall be allowed prior to an amendment to the Conditional Use Permit.

All 'Ayes' Motion Carried

PUBLIC HEARING - Annexation request by Mark Steevens for "R-2" Large Lot Single-Family Residential Zoning related to a Petition for Direct Annexation for one parcel consisting of 0.349 acres to be detached from the Town of McMillan and annexed to the City of Marshfield; located at M327 East McMillan Street.
COMMENTS: None

PC12-70 Motion by Beck, second by Jockheck to recommend approval of the annexation request by Mark Steevens for "R-2" Large Lot Single-Family Residential Zoning related to a Petition for Direct Annexation for one parcel consisting of 0.349 acres to be detached from the Town of McMillan and annexed to the City of Marshfield; located at M327 East McMillan Street and direct staff to prepare an annexation ordinance for Common Council consideration.
All 'Ayes' Motion Carried

PUBLIC HEARING - Rezoning request by Kathleen Olson to change the zoning from the "R-5" (Medium Density Single and Two-Family Residential) district to the "B-1" (Neighborhood Business) district for property located at 617 West Blodgett Street.
COMMENTS: None

PC12-71 Motion by Beck, second by Woodford to recommend approval of the rezoning request by Kathleen Olson to change the zoning from the "R-5" (Medium Density Single and Two-Family Residential) district to the "B-1" (Neighborhood Business) district for property located at 617 West Blodgett Street and direct staff to prepare an ordinance for Common Council consideration.
All 'Ayes' Motion Carried

PUBLIC HEARING - Request by First Phoenix Group, LLC., to rescind the Conditional Use Permit approved on March 20, 2012 for a "Large 24-bed Community Based Residential Facility" (CBRF) specializing in memory care, located at 1308 West McMillan Street zoned "R-4" Low Density Single-Family Residential District.
COMMENTS: None

PC12-72 Motion by Wood, second by Jockheck to recommend approval of the request by First Phoenix Group, LLC., to rescind the Conditional Use Permit approved on March 20, 2012 for a "Large 24-bed Community Based Residential Facility" (CBRF) specializing in memory care, located at 1308 West McMillan Street zoned "R-4" Low Density Single-Family Residential District.
All 'Ayes' Motion Carried

PUBLIC HEARING - Conditional Use Request by First Phoenix Group, LLC for a "Large 24-bed Community Based Residential Facility" (CBRF) specializing in memory care, located at 1606 North St. Joseph Avenue, the former Faith Fellowship Church, zoned "R-2" Large Lot Single-Family Residential District.
COMMENTS:

- Chris Tipping, 1531 North Shawano Drive, owner of property directly behind and adjacent to the site. They have lived there since 1983 and have seen many changes. The church has been a good neighbor over the years. The hardscape paving comes within 12 feet of their property and she feels that is too close. The back of the building faces Shawano Drive. Because of the old right of way around the water tower, the new building is much closer to the neighboring property to the west than the current church. Access is only from Shawano Drive and McMillan Street. The church only used the McMillan Street driveway most of the time which cut down on cut through traffic. There will be more deliveries with this building than the church. Another concern is with water runoff. Routinely have ponding water in the spring in the SW corner of the church lot. Hard surface will limit infiltration. She is concerned with water runoff from the site. Also concerned about snow storage and spring melt. Concerned with outdoor lighting not being directed at their home and the possibility of noise or hum from outdoor fixtures. The church never did any fertilizer or pesticides but not sure what will be done on this site. What assurance do they have that something less palatable wouldn't go on this site if the CBRF doesn't happen. She would prefer to see the parcel revert back to single family residential. If this is not possible, would like to see the building smaller and moved farther to the NE on the site.
- Katie Olszewski, 1511 North Broadway Avenue, lives adjacent to the site and concurs with the comments of Mrs. Tipping. The church has been a good neighbor.
- Kel Kling, 1402 North Shawano Drive, shares many of the concerns of Mrs. Tipping. He also wants to mention all of the foot traffic on Shawano Drive – many employees take their breaks during the day and walk the neighborhood streets.

- Terry Howard, owner/developer of the property will address as many of the concerns of Mrs. Tipping as possible. The back drive will be limited use only. They could put up a chain if need be – mainly for emergency response. Storm water will be handled with detention basins to minimize impacts due to runoff.

PC12-73 Motion by Woodford, second by Wood to recommend approval of the Conditional Use Request by First Phoenix Group, LLC for a "Large 24-bed Community Based Residential Facility" (CBRF) specializing in memory care, located at 1606 North St. Joseph Avenue, the former Faith Fellowship Church, zoned "R-2" Large Lot Single-Family Residential District, with exceptions to the 2,000 foot separation requirement and the City and Aldermanic District population limitations with the following conditions:

1. Applicant shall provide staff with a detailed landscaping plan which demonstrates all screening requirements are met prior to any building permits being issued.
2. Applicant shall complete a Development Review Team (DRT) meeting with staff.

- Jockheck feels that many of the concerns presented are valid. He asked what can be done to address them.
- Planner/Zoning Administrator Miller stated that the request could be tabled until more detail is available to direct staff to work with the developer and neighbors to address the issues. DRT will need to review the development.

PC12-74 Motion by Wood, second by Beck to recommend amending Motion PC12-73 to add two more conditions:

3. Developer to work with the City to vacate the right of way along the NE side of the site to allow the building to be moved farther to the northeast.
4. The entrance off Shawano Drive should be for emergency use only and should be chained or gated.

All 'Ayes' Motion Carried

Vote on original motion - All 'Ayes' Motion Carried

PUBLIC HEARING - Resolution PC 2012-01 Appealing and Re-Enacting Chapter 18 of the Municipal Code - Zoning Code Rewrite.
COMMENTS: None

Mike Slavney of Vandewalle & Associates presented an overview of the zoning code rewrite.
PC12-75 Motion by Wood, second by Jockheck to recommend approval of Resolution PC2012-01 appealing and re-enacting Chapter 18 of the Municipal Code as amended and direct staff to draft an ordinance for Common Council consideration.
All 'Ayes' Motion Carried

Motion by Wood, second by Jockheck that the meeting be adjourned at 8:09 PM.
All 'Ayes' Motion Carried

Daniel G. Knoeck, Secretary
CITY PLAN COMMISSION