



**PLAN COMMISSION MEETING
COUNCIL CHAMBERS, MUNICIPAL BUILDING
101 NORTH MAIN STREET, FORT ATKINSON, WISCONSIN
TUESDAY, SEPTEMBER 24, 2019 - 4:00 p.m.**

AGENDA

1. Call to order.
2. Roll call.
3. Approval of minutes of September 10, 2019 Plan Commission meeting.
4. Review and approve request for electronic message board sign in Jones Park at the entrance on Janesville Avenue.

Action – Reject—Approve.
5. Review and approve request to rezone property upon which the Crown of Life Christian Academy is to be constructed north of Montclair Place and west of Premier Place.

Action – Reject—Approve and refer to City Council.
6. Review and approve site plan for Crown of Life Christian Academy proposed to be constructed north of Montclair Place and west of Premier Place.

Action – Reject—Approve.
7. Adjournment.

CC: David Westrick
Michelle Ebbert
Brian Juarez
Scott Lastusky
Jens Construction
News Media

If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 563-7760. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

#3

CITY OF FORT ATKINSON
Plan Commission ~ September 10, 2019
1,013th Meeting

CALL TO ORDER.

The meeting was called to order by Manager Trebatoski in the Council Chambers of the Municipal Building at 4:00 pm.

ROLL CALL.

Present: Commissioners Frame, Johnson, Greenhalgh, Lescohier, Engineer Selle and Manager Trebatoski. Also present: City Attorney, Building Inspector and City Clerk/Treasurer.

Excused absence: Roz Highfield

APPROVAL OF MINUTES OF JULY 23, 2019 PLAN COMMISSION MEETING.

Cm. Frame motioned, seconded by Cm. Greenhalgh to approve the minutes of the July 23, 2019 Plan Commission meeting. Motion carried.

REVIEW AND APPROVE CERTIFIED SURVEY MAP SPLITTING A TWO-ACRE PARCEL OFF PARENT PARCEL ON KOSHKONONG MOUNDS ROAD (EXTRA-TERRITORIAL).

Engineer Selle presented the request by the current property owner. This request is for a CSM to split a two acre parcel off from the parent parcel to donate land to the County for an extension of Mounds Park. No comments or concerns were provided from Departments.

Cm. Greenhalgh moved, seconded by Cm. Johnson to approve the Certified Survey Map splitting a two-acre parcel off parent parcel on Koshkonong Mounds Road (Extra-territorial). Motion carried. Engineer Selle abstained from voting.

ADJOURNMENT

Cm. Greenhalgh moved, seconded by Cm. Frame to adjourn. Meeting adjourned at 4:06 pm.

Respectfully submitted
Michelle Ebbert
City Clerk/Treasurer

#4



CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: September 20, 2019

TO: Planning Commission
FROM: Andy Selle, P.E.
SUBJECT: Sign Request – Jones Park
Background:



Figure 1: Proposed sign location (approx.)

The Parks and Recreation Department maintains the sign at Jones Park that announces community events. The existing sign will be replaced with a new electronic sign as shown below. The sign will allow remote changes to the message and provide an improvement over the existing sign. The sign meets all requirements of the sign code.

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Specifications
- Qty: 1
- 90" x 102.25"
- <i>Daltronics Galaxy Electronic Message Center</i>
- 15.25mm KBG EMC (80 x 160 matrix)
- Active Area: 4'2" x 7'10"
- Cabinet Size: 4'3" x 3'1"
- On Monument: Base
- Cream City Brick
- Double Sided Monument: Sign



Figure 2: Proposed sign

City Department Reviews:

All departments reviewed the request. There were no comments.

Recommendation:

Staff recommends approval of the sign.

Attachments:

Original Submittal

2 of 6

Current Sign



Photo Shopped Sign over current location



Actual Photo of the Demo Sign in the location. Shows Clarity of Readability.



Actual Dimensions, Brand Name & How we would display (brick base by contractor to hold the sign).

Specifications

- Qty: 1
- 90" x 102.25"
- Daktronics Galaxy Electronic Message Center
 - 15.85mm RGB EMC (80 x 150 matrix)
 - Active Area: 4'2" x 7'10"
 - Cabinet Size: 4'8" x 8'1"
- On Monument Base
 - Cream City Brick
- Double Sided Monument Sign

Proper Comparison: High School LED Sign at corner of Lexington/Madison Ave.
 Similar size, same brand & install company, same brick base.
 Jones Park: LED quality is about 20% upgrade from H.S. Sign
 Clearer option available, better for pedestrians, is about a \$3,000 upgrade.
 There is a cellphone-type connection to create messages. No need for internet or wifi or connect a memory stick to sign for messages to be updated.

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Usage of Sign: The current sign had 62 "public" rentals, rest were Chamber/City of Fort Events.
Many "public" rentals turned away because a side was taken.
None of the 95 public events at Jones Park were on the sign during the year.
There is obvious increased ability to promote City events, emergency notes, etc.
Policy is no business purchase promotion (but, "Aaron Rodgers Autograph Session, Sept. 25 2-4 p.m. at Subway South" would be permitted)
Sign turned off from 10 p.m. to 6 a.m. to save usage on sign and lack of traffic.

Funding Sources: Community Foundation, Fort Rotary, Fort Generals, Fort Youth Baseball League

Legalities: Sign is located 500 feet from the nearest residence. These residences also deal with ballfield lighting that is 1500 watts per light bulb. Sign should be a minimal distraction.
Sign is outside of the 20 foot by 20 foot site triangle for vehicles exiting from the Jones Park parking lot. Site line would be improved by the removal of a pine tree in landscaping.
Sign is not immediately adjacent to a proposed crosswalk to the Jones Market.
Electric is already to the current sign and is adequate to operate the more energy efficient LED sign.

Nearest Resident



Location of Sign Current & Proposed

20'x20' JEWELL TRAILS

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CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: September 20, 2019

TO: Planning Commission

FROM: Andy Sellé, P.E.

SUBJECT: Request for Re-Zoning parcel near Montclair

Background:

Current zoning for the parcel purchased for the new Crown of Life Christian Academy (CLCA) is a combination of R1, R2, R3, and Conservancy Zoning. The anticipated residential development in this area that the zoning was based upon did not evolve. As part of the process in the development of this parcel by CLCA, the City requested the zoning to be updated to reflect only R1 and Conservancy zoning. The conservancy zoning follows the majority of the wetland boundaries on the parcel. Below and attached are exhibits indicating the current and proposed zoning areas.

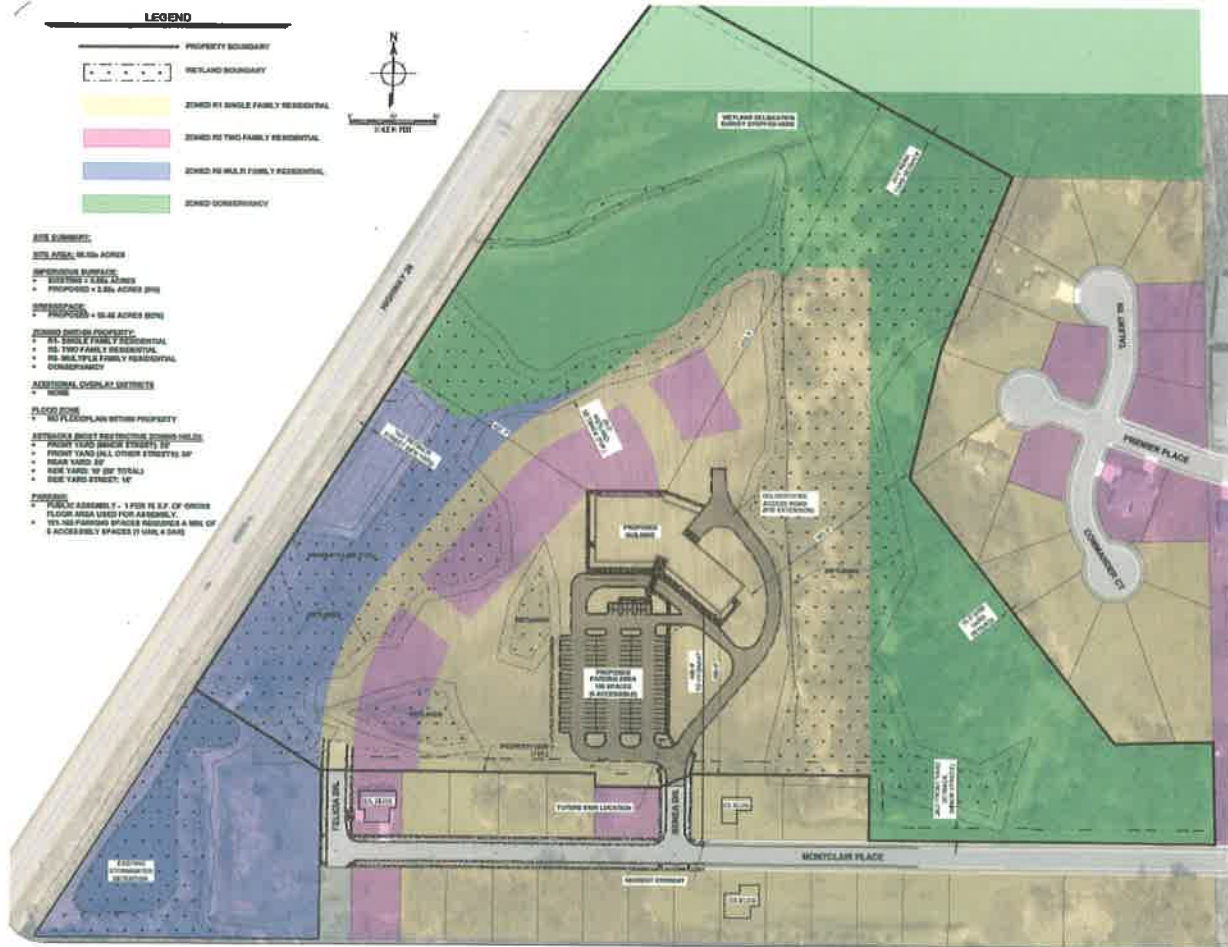


Figure 1: Current zoning R1 (beige), R2 (pink), R3 (purple) and Conservancy (green)

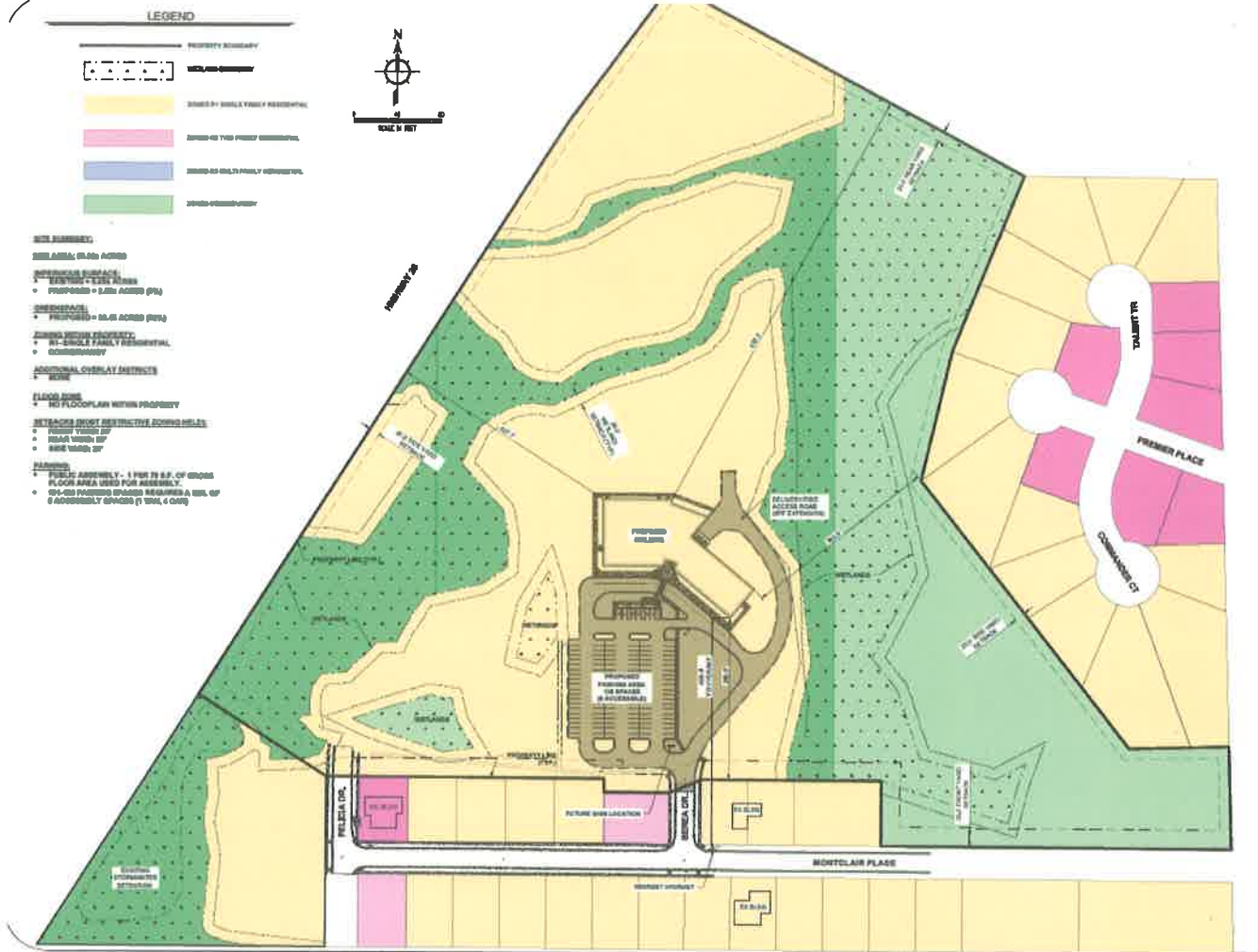


Figure 2: Proposed zoning R1 (beige), R2 (pink), R3 (purple) and Conservancy (green)

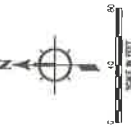
City Department Reviews:
No comments were received.

Recommendation:
Staff recommends approval of the Rezoning request.

EXISTING ZONING

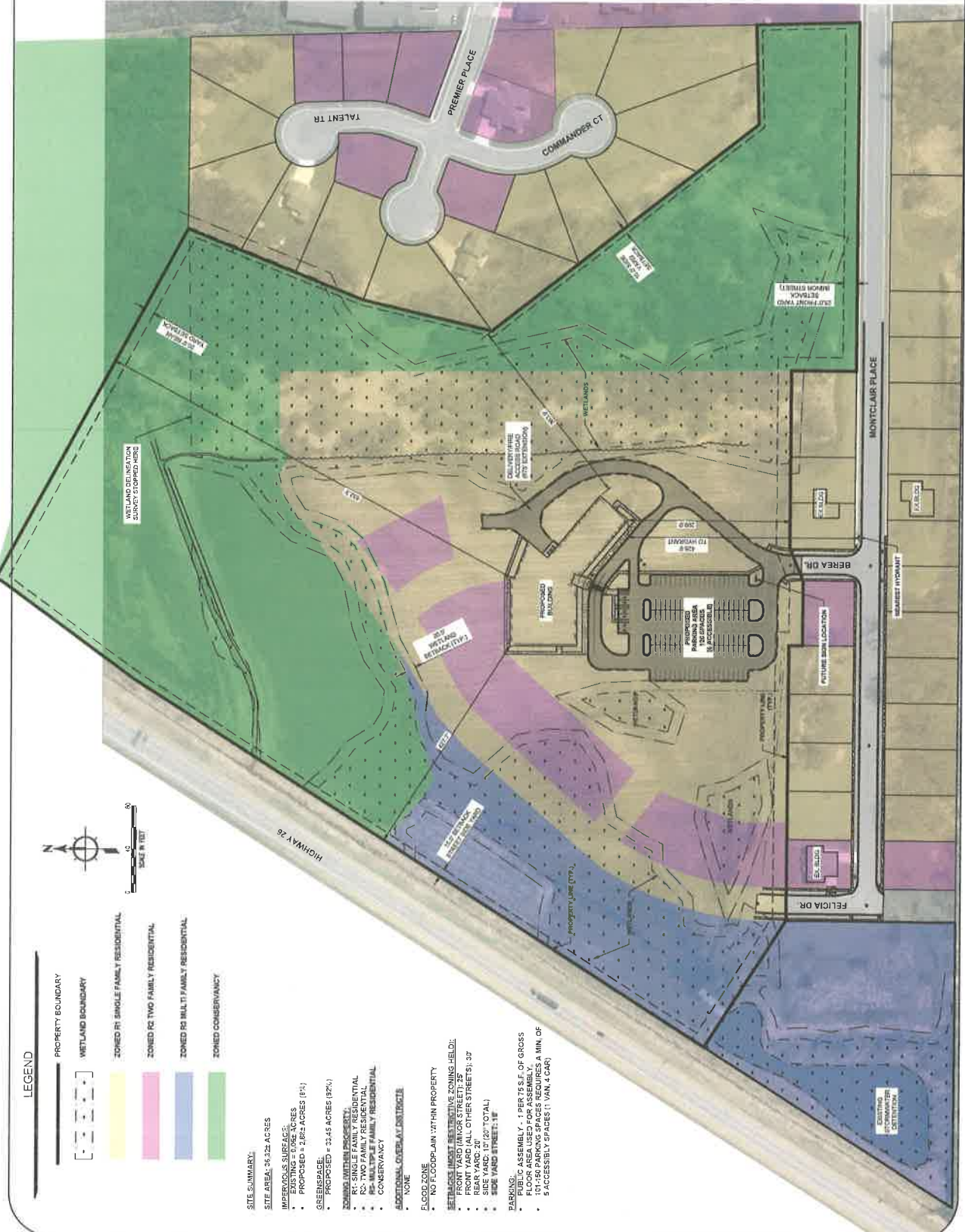
LEGEND

- PROPERTY BOUNDARY
- WETLAND BOUNDARY
- ZONED R1 SINGLE FAMILY RESIDENTIAL
- ZONED R2 TWO FAMILY RESIDENTIAL
- ZONED R3 MULTI FAMILY RESIDENTIAL
- ZONED CONSERVANCY



SITE SUMMARY:

- SITE AREA: 56.22 ACRES
- IMPERVIOUS SURFACE:
 - EXISTING = 0.086 ACRES
 - PROPOSED = 2.85 ACRES (5%)
- GREENSPACE:
 - PROPOSED = 33.45 ACRES (59%)
- **ZONING (UTLINS PROJECT):**
 - R1 - SINGLE FAMILY RESIDENTIAL
 - R2 - TWO FAMILY RESIDENTIAL
 - R3 - MULTI FAMILY RESIDENTIAL
 - CONSERVANCY
- **ADDITIONAL CONSERVANCY DISTRICTS:**
 - NONE
- **FLOOD ZONE:**
 - NO FLOODPLAIN WITHIN PROPERTY
- **SETBACKS (MOST RESTRICTIVE ZONING HELD):**
 - FRONT YARD: 10' (ALL OTHER STREETS): 30'
 - REAR YARD: 20'
 - SIDE YARD: 10' (20' TOTAL)
 - SIDE YARD SETBACK: 10'
- **PARKING:**
 - ASSEMBLY: 1 PER 75 S.F. OF GROSS FLOOR AREA USED FOR ASSEMBLY
 - 101-50 PARKING SPACES REQUIRES A MIN. OF 5 ACCESSIBLE SPACES (1 VAN, 4 CAR)



KRECH O'QUARD
ARCHITECTS INC.
1000 N. 10TH ST. SUITE 100
TALAMON, OR 97141
TEL: 503.261.1111
WWW.KRECHOQUARD.COM

PRELIMINARY
NOT FOR CONSTRUCTION

No.	Revisory/Issue	Date

STUDIO NORTH ARCHITECTURE + DESIGN
SUITE 100, 1000 N. 10TH ST.
TALAMON, OR 97141
studio north
ARCHITECTURE + DESIGN

Project Name: **EX. 1**

Client: **CROWN OF LIFE CHRISTIAN ACADEMY**
1000 N. 10TH ST., TALAMON, OR 97141

Project Number: **2023019**

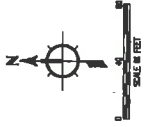
Scale: **AS NOTED**

3064

PROPOSED ZONING

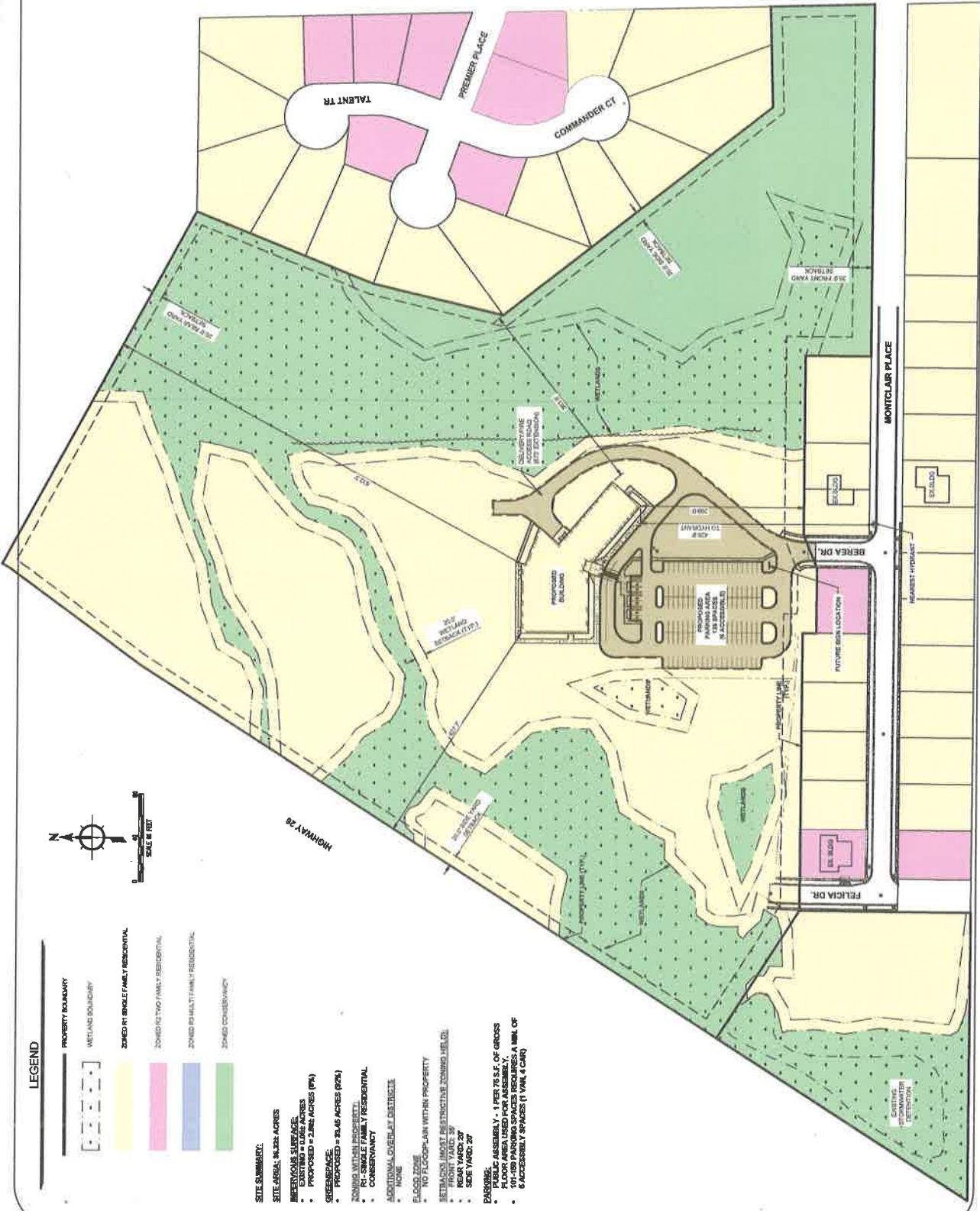
LEGEND

- PROPERTY BOUNDARY
- WETLAND BOUNDARY
- ZONED R1 SINGLE FAMILY RESIDENTIAL
- ZONED R2 TWO FAMILY RESIDENTIAL
- ZONED R3 MULTIFAMILY RESIDENTIAL
- ZONED CONSERVANCY



SITE SUMMARY:

- SITE AREA: 34.226 ACRES
- WETLANDS SURFACE: 10.0 ACRES
- EXISTING WETLANDS: 1.0 ACRES
- PROPOSED ZONING: R1
- PROPOSED ZONING: R2
- PROPOSED ZONING: R3
- PROPOSED ZONING: CONSERVANCY
- ADDITIONAL OVERLAY DISTRICTS: NONE
- FLOOD ZONE: NO FLOODPLAIN WITHIN PROPERTY
- SETBACKS (MINIMUM RESTRICTIVE ZONING):
 - FRONT YARD: 30'
 - REAR YARD: 20'
 - SIDE YARD: 20'
- PARKING:
 - 1 PER 75 S.F. OF GROSS FLOOR AREA
 - 100-150 PARKING SPACES REQUIRES A MIN. OF 6 ACCESSIBLY SPACES (1 VAN, 4 CAR)



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 Denver, CO 80202
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 Fax: (303) 751-1001
 www.krechoard.com

PRELIMINARY
 NOT FOR CONSTRUCTION

No.	Revisions/Comments	Date

STUDIO NORTH ARCHITECTURE + DESIGN
 1001 N. W. 10th St.
 Fort Lauderdale, FL 33304

studio north
 ARCHITECTURE + DESIGN

CROWN OF LIFE
 CHRISTIAN ACADEMY
 1001 N. W. 10th St.
 Fort Lauderdale, FL 33304

PROJECT OVERVIEW (PROPOSED ZONING)

191037
 10/20/13
 EX. 2
 AS NOTED

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CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: Sept. 20, 2019

TO: Planning Commission

FROM: Andy Selle, P.E.

SUBJECT: Crown of Life School – Site Plan Approval

Background:

The Crown of life Academy was given a conditional use in 2018 to construct a school on the parcel noted below. A full submittal for the site plan was provided for review.



Figure 1: Existing aerial of the property

City Department Reviews:

All City departments have reviewed the submittal. Only those with comments are included here.

1 of 3

EXPLAIN WITHIN PROPERTY

MOST RESTRICTIVE ZONING HELD:
YARD (MINOR STREET) 20'
YARD (CELL CORNER INTERSECTING 20'
SIDE) 20'
SIDE TOP (MIN. TOTAL)
SIDE (MIN. TOTAL) 20'

**ASSEMBLY - 1 PER 75 S.F. OF GROSS
AREA USED FOR ASSEMBLY.
PARKING SPACES (1 VAN, 4 CAR)**



Figure 2: Plan for school on the parcel



Figure 3: Proposed view

Building and Zoning – The parcel includes three types of zoning which will be reduced to only two now that a full understanding of the site has been developed. The rezoning will be a condition of this site plan approval.

Engineering – A traffic impact analysis was performed. The number of daily trips from the proposed school will be far less than the proposed residential uses of the parcel when Montclair was constructed. There will be a daily period of high volume at pickup and drop off consistent with our other City schools located in residential areas. In the future, should an overpass occur of the highway 26 bypass, increased volume on Montclair from the west may require an additional ingress/egress location for the school.

The overpass of Highway 26 has been discussed and planned. A separate parcel noted adjacent to Felicia Dr will be reserved for this purpose. A formal agreement governing this parcel will be developed between the City and the school as a contingency of this plan approval.

Stormwater – The existing stormwater facility at the end of Montclair was constructed for the anticipated residential buildout. In the absence of this development it was confirmed that the runoff from the school and associated development along Montclair can be treated to meet the City's post construction stormwater ordinance. In the event of an overpass of Highway 26, the pond will be moved and we have confirmed several scenarios adjacent to the proposed overpass allow the space necessary for required treatment. Movement of the pond will be the responsibility of the stormwater utility.

Erosion and Sediment Control Plan – An erosion and sediment control plan will be submitted and approved by both the City Engineer and WDNR prior to construction.

Recommendation:

Staff recommends approval of the site plan with the following contingencies to be met prior to permits for any land disturbing activities:

1. A recorded agreement for the areas affected by a future Montclair overpass
2. Rezoning of the parcel to R1 and Conservancy
3. Prior to construction – submittal of an erosion and sediment control plan.

Attachments:
Site Plan Submittal

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