

TOWN OF WINDSOR
PLAN COMMISSION MEETING

 APPROVED
7-21-15

Minutes

June 16, 2015

1. Call Meeting To Order.

Meeting convened by Chairperson LeGore at 6:00 p.m.

2. Roll Call.

Commissioners present: Al Davis, Barry Eichinger, Dave Gaustad, Jeff Heisig, Kay Hoffman, and Bill LeGore. Beth Trotter had an excused absence.

Others present: Planning and Development Coordinator Amy Anderson Schweppe, Town Engineer Kevin Richardson, Town Attorney Connie Anderson, Town Planner Jamie Rybarczyk, and Town Board Liaison Bruce Stravinski.

3. Recitation Of The Pledge Of Allegiance.

The Pledge of Allegiance was recited.

4. Minutes From May 19, 2015.

A motion was made by Commissioner Eichinger, seconded by Commissioner Davis, to approve the Minutes of the May 19, 2015, meeting as presented. Motion carried with a 6-0 vote.

5. Report From Bruce Stravinski, Liaison To The Town Board.

Supervisor Stravinski advised that the Town Board approved the text and map amendments to the Comprehensive Plan. Applicant Super 8 withdrew its request for action; however, the matter still remained open. The Town Board voted to deny the request to get it off its records. The request for the CUP for Yahara Materials for a quarry on the Hoffman property was denied. This was only advisory. On the Town Board's Agenda for June 18 is an item for a motion to reconsider the action taken at the May 21 meeting. Any action to be taken would be at a future meeting. The Town Board voted 5-0 to approve the request of CF Investments for Lot 97 in Wolf Hollow, adding more landscaping and additional fencing. All buildings on Lot 97 would

have 40 percent real brick or stone on all sides of the building. Supervisor Stravinski also advised that the town purchased a 2015 Western Star truck with dump and plow.

6. Appearances.

None.

7. ZARN Properties, LLC (DBA Gingerbread House) Request Approval Of A Conditional Use Permit In Order To Continue To Operate A Daycare Business Located At The Intersection Of Windsor Road And Windsor Ridge Lane. (Address: 6722 Windsor Ridge Lane, Windsor).

A staff report was provided by Town Planner Rybarczyk. The petitioner is before the Town Board and is looking to operate the existing daycare facility on Windsor Road called the Gingerbread House. This was previously operated by Windsor Ridge Lane, LLC. The closing was to be on May 29, 2015, subject to town approvals. The property includes two tax keys, one for the existing building and the parking lot and the other for the existing playground. There are 18 parking stalls including 1 handicap stall. The property is zoned R-1. Daycare centers are a permissible use with a CUP. The petitioner has provided all required information, including aerial photographs and site photos. The hours of operation would be Monday through Friday from 6:30 a.m. to 6:00 p.m. There will be 12 full-time employees. There will be no noise or odors, except for children on the playground. No materials will be stored outside. Daily traffic would be the standard traffic for parents and guardians picking up children. No hazardous or toxic materials would be onsite. The only outdoor lighting is above the building entrances and exits. Some additional lighting is proposed at the ramps. Renderings for signage have been provided. Typically signage is done through Dane County. The town would review it if it would need a variance. The signage does not meet the Dane County standards. The county understands this is a unique circumstance. The Dane County staff and Zoning indicated they would take into consideration a recommendation from the Windsor Plan Commission and Town Board. Wall-mounted signs on the building are prohibited. The original daycare facility was permitted through the village of DeForest.

Attorney Joshua Kindkeppel spoke on behalf of the petitioner. He stated that the closing was supposed to be on May 29. The lender held off on the closing to be sure that the conditional use was in place.

Town Planner Rybarczyk added that this is on the Town Board's agenda for June 18.

Commissioner Eichinger inquired as to whether there would be 4-K. Denise Kuehl, petitioner, responded there would be.

Commissioner Eichinger stated, as a former bus driver, he would like to see a nicer spot for the kids to get off.

A motion was made by Commissioner Davis, seconded by Commissioner Eichinger, to approve Plan Resolution 2015-13 Recommending Conditional Use Permit (CUP) For ZARN Properties, LLC (Doing Business As THE GINGERBREAD HOUSE). Motion carried with a 6-0 vote.

8. Staff Announcements.

There were none.

9. Adjournment.

At 6:17 p.m., a motion was made by Commissioner Eichinger, seconded by Commissioner Davis, to adjourn the Plan Commission meeting. Motion carried with a 6-0 vote.

Respectfully submitted,



Ellen G. Teed
Recording Secretary