

TOWN OF WINDSOR  
PLAN COMMISSION MEETING

 APPROVED  
7-15-2014

Minutes

June 17, 2014

1. Call Meeting To Order.

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

2. Roll Call.

Commissioners present: Alvin Davis, Jeff Heisig, Bill LeGore, and Dan Wendtland. Commissioners Eichinger and Trotter had excused absences. Commissioner Hoffman was absent. Others present: Planning and Development Coordinator Amy Anderson Schweppe, Town Engineer Kevin Richardson, Town Attorney Connie Anderson, and Town Planner Jamie Rybarczyk.

3. Recitation Of The Pledge Of Allegiance.

The Pledge of Allegiance was recited.

4. Minutes From May 20, 2014.

A motion was made by Commissioner Wendtland, seconded by Commissioner Heisig, to approve the Minutes of May 20, 2014, as presented. Motion carried with a 4-0 vote.

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

Planning and Development Coordinator Schweppe provided a report to the Plan Commission in Supervisor Stravinski's absence. All items addressed at the last Plan Commission meeting were approved by the Town Board. The conditions for both the Potthast CSM and Amundsen CSM were revised to indicate that no park fees or payment in lieu of land would be due. They were preexisting lots and did not fall under those subdivision conditions.

6. Appearances.

None.

7. Conifer Court Mini-Warehouse Storage Proposal And Site Plan Review. Bill Kippley Has Proposed A Redevelopment Plan For His Property Located At 7646 And 7652 Conifer Court In Order To Build Mini-Warehouse Storage Facilities.

Town Planner Rybarczyk provided a staff report. Mr. Kippley is doing a mini-storage proposal at his property located at 7646 and 7652 Conifer Court. The property is currently being used for Prairie Sales and Auto. Over the years they have become more efficient in their services and do not need all of their space and existing building so they have been leasing some shop space. Town Planner Rybarczyk explained the site plan. As part of their family business, they are looking to expand upon the uses on the site and construct mini-warehouses. There will be three phases with 60 to 100 units. Additional lighting will be installed for security purposes. The site is surrounded by mature trees with fencing and gates. It will be managed by the staff at Prairie Sales and Auto.

From a planning standpoint, Town Planner Rybarczyk did not have any additional comments. All of the issues and prior concerns have been addressed. The proposal is consistent with the town's zoning ordinance and site plan ordinance. Staff recommended approval subject to six conditions.

Town Engineer Richardson stated that he had received the erosion control permit. He also received an approval letter from Dane County Conservation regarding storm water.

Attorney Frank Sutherland from Boardman & Clark was present on behalf of the applicant and indicated they are satisfied they can meet the conditions set forth in the staff recommendations. Also present on behalf of the applicant were Pat O'Connor, William J. Kippley, and Ryan Quam.

Commissioner Davis confirmed the location of the proposal.

A Resolution was prepared by Town Attorney Anderson.

A motion was made by Commissioner Heisig, seconded by Commissioner Davis, to approve Plan Resolution 2014-14 Recommending Approval Of Redevelopment And Site Plan Of Conifer Court Mini-Warehouse At 7636 And 7652 Conifer Court, In The Town Of Windsor, Dane County, Wisconsin. Motion carried with a 4-0 vote.

8. Review Of DeForest/Windsor Housing Analysis.

Town Engineer Richardson discussed the 2013/14 Housing Analysis prepared by DeForest's planning staff. He indicated that the town supplied information incorporated into the report.

The report did extensive looking at the housing stock. Things are starting to get better. There is a fair amount of inventory, which is in a state of flux.

There are many lots that could go as people come in and do development.

9. Wolf Hollow Phase 3 – Environmental Corridor Amendment.

Town Chair LeGore indicated that he had asked about Windsor's role in this process; what is the Plan Commission's role; and what specific action is requested.

Town Engineer Richardson provided background. He apologized for the short notice of this item on the agenda.

CARPC has mapped the environmental corridor throughout the area. CARPC is the keeper of the mapping. Windsor's role in this is that it agrees that it is not objecting. Windsor agrees that the corridor can be amended. In this present request, it is just the areas involved with the CSMs that the town has looked at. There are two small areas. All they are asking is that the Plan Commission concur with the environmental corridor regarding the two semi-circles. CARPC wants to know that the town is aware of these minor adjustments and approves.

Town Engineer Richardson and Town Attorney Anderson do not have any problems with this. They are recommending approval.

Joe Doyle of Vierbicher was present on behalf of Wolf Hollow.

A motion was made by Commissioner Wendtland, seconded by Commissioner Heisig, to approve Plan Resolution 2014-17 Recommending Amendment Of Environmental Corridor For Phase 3 Of The Plat Of Wolf Hollow In The Town Of Windsor, Dane County, Wisconsin. Motion carried with a 4-0 vote.

10. Adjournment.

At 6:35 p.m., a motion was made by Commissioner Wendtland, seconded by Commissioner Davis, to adjourn the meeting. Motion carried with a 4-0 vote.

Respectfully submitted,



Ellen G. Teed  
Recording Secretary