VILLAGE OF WINDSOR
ORDINANCE 2018-20


WHEREAS, Kevin Acker (dba Pleasant Hill Estates, LLC) requests approval of a Rezone for Lots 28-31, 41-44, 63-66 of the Plat of Pleasant Hill Estates and Lot 326 of the Plat of Wolf Hollow at Pleasant Prairie Creek; and

WHEREAS, the Village Director of Planning | Zoning Administrator has reviewed the request and prepared a Staff Report dated September 28, 2018 (the "Staff Report") recommending conditional approval, subject to certain conditions specified in the Staff Report; and

WHEREAS, following review of information presented at the Plan Commission meeting, Public Hearing, and the Staff Report, the Plan Commission recommended approval to the Village Board, subject to the conditions specified in Plan Commission Resolution 2018-17.

NOW, THEREFORE, BE IT RESOLVED by the Village of Windsor Board as follows:

The Village of Windsor Board Approves the Rezone request for Kevin Acker (dba Pleasant Hill Estates, LLC) for Lots 28-31, 41-44, 63-66 of the Plat of Pleasant Hill Estates and Lot 326 of the Plat of Wolf Hollow at Pleasant Prairie Creek, subject to the following conditions:

1. Lots 28-31, 41-44, 63-66 of the Plat of Pleasant Hill Estates shall be rezoned from R-3, Single Family Residential District to R-4, Single Family Residential District.

2. Lot 326 of the Plat of Wolf Hollow at Pleasant Prairie Creek shall be rezoned from R-3, Single Family Residential District to R-4, Single Family Residential District.

3. The Petitioner shall promptly reimburse the Village of Windsor for all costs and expenses incurred by Windsor in connection with the review and approval of the Rezone application, including, but not limited to, the cost of professional services incurred by the Village of Windsor for the review and preparation of required documents, attendance at meetings or other related professional services.

4. The Village of Windsor Board’s approval of the Rezone request expires one hundred-eighty (180) days from the date of adoption of this Ordinance. Time is of the essence. If the Petitioner encounters an unforeseen development delay, as determined by the Zoning Administrator, the Zoning Administrator is authorized to extend the one hundred-eighty (180) days expiration up to an additional one hundred-twenty (120) days. If the Petitioner has not complied with all of the conditions prior to expiration, then a new application and new fees must be submitted and a complete review will be necessary.

The above and foregoing Ordinance was duly adopted at a meeting of the Village Board of the Village of Windsor held on October 4, 2018, by a vote of 5 in favor and 0 opposed.
VILLAGE OF WINDSOR

Robert E. Wipperfurth, Village President

Attested by:

Christine Capstran, Village Clerk

INCORPORATED BY REFERENCE:
Staff Report
Petitioner Application
To: Village of Windsor Board
Cc: Robert Wipperfurth, Tina Butteris, Christine Capstran, Kevin Richardson, William Cole
From: Amy Anderson Schwepe, Jamie Rybarczyk
Rpt Date: September 28, 2018
Mtg Date: October 4, 2018
Submtl Date: August 13, 2018
Aprvl Date: N/A
Re: Pleasant Hill Estates, LLC – Rezone for Phase 2B

BACKGROUND:
Petitioners: Pleasant Hill Estates, LLC
Property Owner: Kevin Acker (dba Pleasant Hill Estates, LLC)
Location / Address: Lots 28-31, 41-44, 63-66 of the Plat of Pleasant Hill Estates & Lot 326 of the Plat of Wolf Hollow at Pleasant Prairie Creek
Taxkey Number: See Exhibit A&B
Area: N/A
Existing Zoning: R-3, Single Family Residential District
Proposed Zoning: R-4, Single Family Residential District
Future Land Use: Mixed Residential

REQUEST:
The Petitioner is requesting discussion and action by the Village Board for a Rezone of the subject properties from R-3, Single Family Residential District to R-4, Single Family Residential District.
See Exhibit C for additional information regarding the Petitioner’s request.

OVERVIEW:
The purpose of the Rezone application is to allow flexibility with building envelopes by allowing reduced front yard and side yard setbacks.

<table>
<thead>
<tr>
<th>Zoning District</th>
<th>Front Yard Setback</th>
<th>Side Yard Setback</th>
<th>Rear Yard Setback</th>
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<tr>
<td>R-3</td>
<td>30 feet</td>
<td>10 feet</td>
<td>25 feet</td>
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<tr>
<td>R-4</td>
<td>25 feet</td>
<td>8 feet</td>
<td>25 feet</td>
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</table>
The reduced setbacks will also allow home builders the ability to construct within a larger footprint for the principal residential structure.

**VILLAGE STAFF COMMENTS:**

The Planning, Zoning and Development Department provides the Village Board with the following **planning, zoning and development** comment(s):

1. **Village of Windsor Code of Ordinances – Chapter 52 Zoning:** The Rezone application is consistent with intent of the R-4, Single Family Residential District.

2. **Village of Windsor Comprehensive Plan: 2035:** The subject properties are designated as Mixed Residential. Developments in the Mixed Residential designation include traditional neighborhoods which are comprised of a variety of sewered residential types including single family, two-family, townhomes, apartments, and senior housing. The Mixed Residential designation also includes parks, schools, and churches. The proposed Rezone application is consistent with the intent of the Mixed Residential designation.

3. **Village of Windsor Comprehensive Outdoor Recreation Plan: 2015-2020:** The Rezone application does not impact any future park and recreation Plans for the Village of Windsor. The subject properties have provided the required Parkland Dedication and Parkland Improvement obligations as they existed at the time the Plat was recorded.

**VILLAGE POLICY COMMENTS/CONCERNS:**

The Village Staff has reviewed the Rezone application and has determined that the reduced setbacks will allow home builders the ability to provide a larger footprint for the principal residential structure, as well as, offer a broader selection of housing styles, potentially meeting a demand in the market.

**VILLAGE PLAN COMMISSION RECOMMENDATION:**

On September 13, 2018 the Village Plan Commission recommended to the Village Board Approval of the Rezone request for Kevin Acker (dba Pleasant Hill Estates, LLC) located on Lots 28-31, 41-44, 63-66 of the Plat of Pleasant Hill Estates & Lot 326 of the Plat of Wolf Hollow at Pleasant Prairie Creek by Plan Commission Resolution 2018-17.

Exhibit D provides the unofficial meeting minutes for the Village Plan Commission regarding the Petitioner’s request.

**VILLAGE STAFF RECOMMENDATION:**

Depending on confirmation by the Village of Windsor Board of the above described comments, the Village of Windsor Board may take the following action:

The Village of Windsor Board **Approves** the Rezone request for Kevin Acker (dba Pleasant Hill Estates, LLC) to be located at Lots 28-31, 41-44, 63-66 of the Plat of Pleasant Hill Estates and Lot 326 of the Plat of Wolf Hollow at Pleasant Prairie Creek, subject to the following conditions:

1. Lots 28-31, 41-44, 63-66 of the Plat of Pleasant Hill Estates shall be rezoned from R-3, Single Family Residential District to R-4, Single Family Residential District.

2. Lot 326 of the Plat of Wolf Hollow at Pleasant Prairie Creek shall be rezoned from R-3, Single Family Residential District to R-4, Single Family Residential District.
3. The Petitioner shall promptly reimburse the Village of Windsor for all costs and expenses incurred by Windsor in connection with the review and approval of the Rezone application, including, but not limited to, the cost of professional services incurred by the Village of Windsor for the review and preparation of required documents, attendance at meetings or other related professional services.

4. The Village of Windsor Board's approval of the Rezone request expires one hundred-eighty (180) days from the date of adoption of this Ordinance. Time is of the essence. If the Petitioner encounters an unforeseen development delay, as determined by the Zoning Administrator, the Zoning Administrator is authorized to extend the one hundred-eighty (180) days expiration up to an additional one hundred-twenty (120) days. If the Petitioner has not complied with all of the conditions prior to expiration, then a new application and new fees must be submitted and a complete review will be necessary.
EXHIBITS:
A. Property Owner & Taxkey Data Table
B. Location Map
C. Petitioner Application
D. Draft Plan Commission Minutes for September 13, 2018
### EXHIBIT A: Property Owner & Taxkey Data Table

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<tr>
<th>Plat Name</th>
<th>Parcel #</th>
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### EXHIBIT B: Location Map

[Map Image]
The Village of Windsor Plan Commission typically meets on the Third Tuesday of every month at 6:00 p.m., and the Windsor Village Board typically reviews planning issues on the third Thursday of every month at 5:00 p.m. (or as otherwise scheduled) at the Village Hall, 4084 Mueller Road. Applicants must submit a complete application and materials no less than 30 days prior to the next regularly scheduled Plan Commission meeting.

**Requested Action:**

- [X] Rezone
- ______ Concept Plan
- ______ Site Plan Review
- ______ Conditional Use Permit
- ______ Preliminary Plat
- ______ Final Plat
- ______ Variance
- ______ Certified Survey Map
- [ ] X Plan review for Phase of Development

**Other Agencies that may need to be addressed (staff will provide direction):**

- [ ] Dane County
- [ ] City of Sun Prairie
- [ ] Village of DeForest
- [ ] Token Creek Conservancy Committee or Windsor Parks Commission
- [ ] Capital Area Regional Plan Commission (CARPC)
- [ ] Wisconsin Department of Transportation (DOT)
- [ ] Wisconsin Department of Natural Resources (DNR)

**Project Location:**

Plat of Pleasant Hill Estates - Phase 2B

**Parcel Number(s):**

Lots 28-31, 41-44, 63 through 65, and 326 - see attached graphic depicting phase limits.

**Current Zoning Classification:**

All lots in this phase are currently zoned R-2. We are requesting the lots be re-zoned R-4.

**Applicant Statement (Must be signed prior to the time the Application is reviewed by staff):**

I have reviewed and understand the Village of Windsor subdivision ordinance, site plan review ordinance and applicable zoning ordinance as they relate to technical specifications, required submittal information, and standards for approval relating to this request and those standards governing the Village's recommendations and decisions.

I understand an administrative fee will be assessed for review of my project by the Village and its consultants, and that payment in full is required as a condition for approval. Consultant fees are invoiced and paid separately by the applicant in additional to any application fees.

________________________________________  __________________________
Applicant Signature                     Date
<table>
<thead>
<tr>
<th>Contact Information</th>
<th></th>
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<tbody>
<tr>
<td><strong>Applicant:</strong></td>
<td></td>
</tr>
<tr>
<td>Name:</td>
<td>Pleasant Hill Estates, LLC</td>
</tr>
<tr>
<td>Address:</td>
<td>102 N. Holiday Drive #1</td>
</tr>
<tr>
<td>City, State, Zip:</td>
<td>Waunakee, WI 53597</td>
</tr>
<tr>
<td>Phone Number(s):</td>
<td>608-849-6770</td>
</tr>
<tr>
<td>Cell Phone(s):</td>
<td>608-576-7241</td>
</tr>
<tr>
<td>Email Address(es):</td>
<td><a href="mailto:kevin@premierbuildersinc.com">kevin@premierbuildersinc.com</a></td>
</tr>
<tr>
<td><strong>Surveyor:</strong></td>
<td></td>
</tr>
<tr>
<td>Name:</td>
<td>Vierbicher, c/o Michael Ziehr</td>
</tr>
<tr>
<td>Address:</td>
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</tr>
<tr>
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<tr>
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<tr>
<td>Email Address(es):</td>
<td><a href="mailto:mzie@vierbicher.com">mzie@vierbicher.com</a></td>
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<tr>
<td><strong>Attorney:</strong></td>
<td></td>
</tr>
<tr>
<td>Name:</td>
<td>Boardman &amp; Clark, LLP c/o Michael Lowton</td>
</tr>
<tr>
<td>Address:</td>
<td>1 S. Pickney Street</td>
</tr>
<tr>
<td>City, State, Zip:</td>
<td>Madison, WI 53703</td>
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<tr>
<td>Phone Number(s):</td>
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<td><a href="mailto:mlowton@Boardmanclark.com">mlowton@Boardmanclark.com</a></td>
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<tr>
<td><strong>Owner:</strong></td>
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<td>Name:</td>
<td>Pleasant Hill Estates, LLC</td>
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<td><strong>Engineer:</strong></td>
<td></td>
</tr>
<tr>
<td>Name:</td>
<td>Vierbicher, c/o Timothy Schleeper</td>
</tr>
<tr>
<td>Address:</td>
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<tr>
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<tr>
<td>Email Address(es):</td>
<td><a href="mailto:tsch@vierbicher.com">tsch@vierbicher.com</a></td>
</tr>
</tbody>
</table>
August 13, 2018

Village of Windsor
Attn: Amy Anderson-Schweppe
4084 Mueller Road, DeForest, WI 53532

Re: Pleasant Hill Estates Plat – Phase 2B

Dear Ms. Anderson – Schweppe,

On behalf of the Owner, Pleasant Hill Estates, LLC, we are submitting:

- "General Information and Application for Development, Land Division, Site Plan and Zoning" form
- An exhibit for the proposed Phase 2B of the development,
- Preliminary engineering plans,
- An opinion of probable cost for the contemplated phase.

The escrow fee for Phase 2B of the Pleasant Hill Estates Plat has been hand delivered by the owner separately from this submittal. The owner intends to develop this phase of the development in the late fall of this year. The development includes 13 single family lots that are currently zoned R-2.

We are requesting a re-zone of the lots in this phase of the development from R-2 to R-4. This will allow the developer more flexibility with home construction by allowing a 25 foot setback from the right-of-way. We anticipate requesting this change on subsequent phases of the development as well.

We are requesting the Village commence drafting an amendment to the current development agreement so that review and approval of the project plans can commence. Specific submittals for project permits are forthcoming under separate cover with the applicable permit fees. Should you have any questions please feel free to contact me.

Sincerely,

Timothy L. Schaeper, PE

Enclosure: Lot Map, Application, EOPC, Preliminary Plans

cc: Kevin Acker, Pleasant Hill Estates, LLC

M:\Premier Builders Inc\170013_Pleasant Hill Estates Phase 2A\Correspondence\To Others\Windsor\Initial Submittal\PHI-Phase 2A 2017-05-22.docx
VILLAGE OF WINDSOR

PLAN COMMISSION MEETING

Minutes

September 13, 2018

1. CALL MEETING TO ORDER AND ROLL CALL.

Meeting convened by Vice-Chairperson LeGore at 5:00 p.m. Commissioners present: Dave Gaustad, Jeff Heisig, Kay Hoffman, and Bill LeGore. Commissioners absent: Tim Lange, Brad Mueller, and Bob Wipperfurth.

Others present: Director of Planning and Development Amy Anderson Schwepppe, Village Deputy Administrator/Director of Economic Development Jamie Rybarczyk, and Village Attorney Bill Cole.

2. RECITATION OF THE PLEDGE OF ALLEGIANCE.

The flag pledge was led by Commissioner Gaustad.

3. ANNOUNCEMENTS.

None.

4. APPEARANCES BEFORE THE PLAN COMMISSION.

None.

5. MINUTES FROM AUGUST 9, 2018.

A motion was made by Commissioner Gaustad, seconded by Commissioner Hoffman, to approve the Minutes of August 9, 2018, as presented. Motion carried with a 4-0 vote.

6. PUBLIC HEARING.

6.a. Kevin Acker (d/b/a Pleasant Hill Estates, LLC) Requests A Rezone From R-3 (Single Family Residential District) To R-4 (Single Family Residential District)

6.b. William Kippley (d/b/a Kippley Rental Properties, LLC) Requests A Conditional Use Permit For A Caretaker Residence At 7646 Conifer Ct., DeForest.

Vice-Chairperson LeGore read the above announcements.

7. OLD BUSINESS.

7.a. Plan Resolution 2018-20 Ratification Of Plan Resolutions 2017-08, 2017-09, And 2017-10 For The 2018 Covered Bridge Project On Lots 1, 2 And 3 Of The Plat Of Bear Tree Farms In Section 28 Of The Village Of Windsor, Dane County.

A staff report was provided by Village Deputy Administrator/Director of Economic Development Rybarczyk.

The Plan Commission has seen and approved the Covered Bridge Development Phase 1 concept. Work has been going on for a year. Attorney Connie Anderson, who, as Windsor’s attorney, has a history with this project, was unable to attend the meeting. She felt it was in the Village Plan Commission’s interest to ratify its prior approval of Resolutions 2017-08, 2017-09, and 2017-10. This will go before the Village Board on October 16 for final review. The only different thing from a year ago will be the phasing. The developer was going to go from west to east. Now the developer will go from east to west. The reason for that is because the old Phase 4 included the clubhouse and a lot of the amenities. The developer has found if the amenities are in the first phase the project goes quicker. Work will be done in 2018 and 2019, with occupancy in 2020—a year to a year and a half following the start of construction. They still have their access points onto Pedersen Crossing Boulevard and Warner Farm Drive. They will be asking the Village Board for a temporary access onto Windsor Road.

There were no representatives on behalf of the developer present because of a scheduling conflict.

A motion was made by Commissioner Heisig, seconded by Commissioner Hoffman, to approve Resolution 2018-20, Ratification Of Plan Resolutions 2017-08, 2017-09, And 2017-10 For The 2018 Covered Bridge Project On Lots 1, 2 And 3 Of The Plat Of Bear Tree Farms In Section 28 Of The Village Of Windsor, Dane County. Motion carried with a 4-0 vote.

8. NEW BUSINESS.

8.a. Kevin Acker (d/b/a Pleasant Hill Estates, LLC) Requests A Rezone From R-3 (Single Family Residential District) To R-4 (Single Family Residential District)
For: Lots 28-31, 41-44 and 63-66 Of The Plat Of Pleasant Hill Estates And Lot 326 Of The Plat Of Wolf Hollow At Pleasant Prairie Creek.

Vice-Chairperson LeGore opened the public hearing at 5:10 p.m.

A staff report was provided by Director of Planning and Zoning Anderson Schweppie.

Petitioner is requesting a rezone from R-3 to R-4 for Lots 28-31, 41-44, 63-66 of the Plat of Pleasant Hill Estates and Lot 326 of the Plat of Wolf Hollow at Pleasant Prairie Creek. The purpose is to allow flexibility with the building envelopes by allowing reduced front yard and side yard setbacks. It will allow the builders to build homes with larger footprints.

This is consistent with the Windsor Code of Ordinances and zoning. It will have no impact on Windsor’s Comprehensive Plan.

Kevin Acker added that it will allow for bigger backyards.

Vice-Chairperson LeGore closed the public hearing at 5:12 p.m.

A motion was made by Commissioner Gustad, seconded by Commissioner Heisig, the approve Resolution 2018-17 Recommending Conditional Approval Of The Rezone Regarding Lots 28-31, 41-44, 63-66 Of The Plat Of Pleasant Hill Estates And Lot 326 Of The Plat Of Wolf Hollow At Pleasant Prairie Creek, In The Village Of Windsor. Motion carried with a 4-0 vote.


Vice-Chairperson LeGore opened the public hearing at 5:15 p.m.

Director of Planning and Zoning Anderson Schweppie provided a staff report.

The subject property contains a multi-tenant building with leased units to various businesses and hobbyists. There are also self-storage units with U-Haul rentals. Due to the frequent access by customers, a caretaker is required on the property 24 hours a day, 7 days a week.

The petitioner’s request focuses on a caretaker residence located within the multi-tenant building. The exterior of the multi-tenant building and principal use of the subject property will not change. Interior remodeling will be required subject to approval by the Village Building Inspector and DeForest Windsor Fire & EMS departments. The addition of a caretaker residence is an allowable use in the C-2 District.

Staff has recommended approval.

Vice-Chairperson LeGore closed the public hearing at 5:17 p.m.
Commissioner Heisig added that the approval expires upon sale of the property.

A motion was made by Commissioner Hoffman, seconded by Commissioner Gaustad, to approve Resolution 2018-18 Recommending Conditional Approval Of The Conditional Use Permit For Caretaker Residence At 7646 Conifer Court, In The Village Of Windsor. Motion carried with a 4-0 vote.

8.c. Plan Resolution 2018-19 Summit Credit Union Requests Approval Of A Site Plan For The Construction Of A Retail Financial Institution At The Corner Of Windsor Road And North Towne Road, In The Village Of Windsor.

A staff report was provided.

The petitioner is requesting discussion and action by the Plan Commission for a site plan review for Summit Credit Union, which would be located on Lot 1 of a redivision of Lot 1 of CSM 14307. The development will be accessed from North Towne Road by two private streets. The design of the private streets complies with the requirements of the Code.

The petitioner is proposing, among other things:

- A one-story building with a walk-in lobby and detached drive-through teller;
- 22 parking stalls (including one ADA accessible parking stall) for employees and customers;
- Storm sewer facilities directing stormwater to the regional infiltration and detention basins;
- A landscaped retaining wall on the north property line;
- Monument sign on the southwest property line;
- Pedestrian sidewalk connection to North Towne Road on the west property line;
- 5 light poles on the property.

There will be approximately 15 employees. Hours of operation would be Monday through Thursday 9:00 a.m. to 5:00 p.m., Friday 9:00 a.m. to 6:00 p.m., and Saturday from 9:00 a.m. to 12:00 p.m. Teller hours would be expanded on all days. The petitioner estimates 100 walk-in customers and 200 drive-through customers daily.

Windsor recommended that the proposed pedestrian sidewalk align with the multi-path pedestrian crossing at the roundabout of North Towne Road.
Petitioner responded that it was proposed this way because of ADA.

Windsor withdrew its recommendation.

Windsor staff recommended a discussion regarding the benefit of one monument sign identifying the businesses within the commercial area versus individual monument signs on each lot. The word “Windsor” will be required on either monument sign.

There was a discussion regarding fences/retaining walls over utility easements. The retaining wall will need to be relocated. The Engineer had no objection to the stormwater management plan.

Greg Polacheck was present representing Summit Credit Union. He introduced others on his team: Peter Tan from Strang on behalf of the design and Austen Conrad. Konner Kearney was present on behalf of FDG. Bill Dunlop was also present.

Mr. Polacheck stated he was pleased to be before the Windsor Plan Commission. They have worked hard on the building plan. The project is in the TIF District, but they will not seek any dollars to do the project.

Peter Tan described the slides of the project. The building will be at the corner of Windsor Road and North Towne Road. He showed the building elevations and explained the sample building materials he brought. There will be no rooftop mechanicals.

Since the original survey was done, some of the utilities have been involved. There is cabling in the right-of-way. There was discussion regarding moving the retaining wall and the building to stay in the easement.

Bill Dunlop explained access of the site from North Towne Road. There will be a single lane coming in and two lanes going out onto private streets. He explained their reasoning for angular parking versus straight-in parking. This was done for space reasons and safety and ease of access.

Village Deputy Administrator/Director of Economic Development Rybarczyk stated that Windsor’s ordinance prohibits angular parking on two-way drives.

Village Attorney Cole asked if there was a practical reason why it could not be 90 degree parking.

Konner Kearney stated it was from a safety and circulation standpoint and getting additional parking spots. Using 90 degree parking could cause congestion issues. Angular parking improves the circulation and safety.

Village Attorney Cole stated that 90 degree parking is mandatory. There is nothing that would preclude it from being 90 degree parking.
Konnor Kearney responded the intent was to gain the additional parking stalls.

Bill Dunlop said they are dealing with grade issues. Parking at 45 degrees would have a narrower footprint. This would allow people to pull into the parking spaces fairly efficiently.

Village Attorney Cole again said we are dealing with a code that says 90 degrees. Can the developer do 90 degrees?

The response was that the parking will have to be addressed.

Village Attorney Cole stated, if the applicant could conform to the code, it should conform. If it is impossible, then the Plan Commission could approve a waiver of the parking and allow it to proceed. It is up to the applicant to provide reasonable justification for the parking.

Konnor Kearney said, with the grade issues, the angle parking can push the sidewalk closer to the street and shift the building and gain more parking spaces.

Commissioner Hoffman had a question regarding the lot on the north side of the road. She asked where the main entrance of the Summit building would be.

Konnor Kearney responded it would be on the north side.

Commissioner Heisig stated that the ordinance should be for the best use of the site – instead of mandatory 90 degree parking.

Commissioner Gaustad felt this might be a good time to take a look at that ordinance.

Mr. Dunlop added that they can narrow the access drive.

Village Deputy Administrator/Director of Economic Development Rybarczyk stated the Plan Commission could make a recommendation of approval for Resolution 2018-19 and make a secondary motion that the Village Board look at this ordinance based on the comments made based on industry standards and safety standards. All were in agreement that the ordinance is outdated.

Discussion on signs followed. Peter Tan showed the location of the sign.

Mr. Polacheck indicated they would have a monument sign at North Towne Road and the entrance and another at the northeast quadrant and the freeway that marks the overall property. They would like to maintain visibility with signage on North Towne Road.

Konnor Kearney added that they envision monument signage.

Mr. Polacheck said the sign would say “Summit At Windsor Crossing”.
Village Deputy Administrator/Director of Economic Development Rybarczyk stated they have been working with FDG. Windsor does not want to see every single user on Windsor Road having a monument sign. It is in Windsor’s best efforts to try to work this out that there is one sign for the whole development. All of the big players would have signage under this. FDG is not at that point, but Summit is here today. Staff would like to see consolidation in monument signs.

Village Attorney Cole added that a communal monument sign is preferred.

Commissioner Heisig stated there is something about being first. This is what you get. If they have exposure on that road, a sign would make sense.

Vice-Chairperson LeGore said whether there was a monument sign location would be in the context of the site.

Vice-Chairperson LeGore read the Public Comment Sign-Up sheet registrants that Bill Dunlop supported the application, as did Peter Tan, Austen Conrad, and Greg Polacheck.

A motion was made by Commissioner Hoffman, seconded by Commissioner Heisig, to move forward with the Village Board to look at the ordinance. She also would like the Village Board to pass along the signage issue to discuss with the developer and Summit what kind of signage would be allowed in that development. What we would be approving would be Resolution 2018-19. As part of the motion, she would also like the Village Board to make a final determination on the parking and signage. Commissioner Heisig would like to pass on whether the Plan Commission liked the sign or whether it did not like the sign. Commissioner Heisig recommended to include a monument sign. Vice-Chairperson LeGore asked what the Plan Commission’s recommendation was for the sign. Chairperson Hoffman indicated she would stay with her original motion.

Village Attorney Cole stated the Plan Commission could move to approve Resolution 2018-19 regarding approval of the site plan with the parking as shown on the site plan. They could recommend to the Village Board that it consider amending the parking restriction. They could also recommend to the Village Board that it give consideration as to whether or not one communal sign would be preferable to one monument sign.

Commissioner Hoffman stated she was going to go with her original motion with the monument sign.

Commissioner Gaustad said there could be a communal sign but also approve them to have this sign as well.

Vice-Chairperson LeGore agreed. The Plan Commission is recommending approval of the site plan but have items brought to the Village Board with respect to the parking on the development
site and an overall sign as well as an individual sign. The motion maker and second agreed to the revision of the motion. Motion carried with a 4-0 vote.

9. **ADJOURNMENT.**

At 6:15 p.m. a motion was made by Commissioner Gaustad, seconded by Commissioner Hoffman, to adjourn the Plan Commission meeting. Motion carried with a 4-0 vote.

Respectfully submitted,

Ellen G. Teed
Recording Secretary