

TOWN OF WESTPORT

PLAN COMMISSION – May 9, 2016

The regular monthly meeting of the Plan Commission was called to order at 7:02 p.m. in the Community Meeting Room of the Bernard J. Kennedy Administration Building by Chair Van Dinter. Members present: Bruskewitz, Manering, Ohm, Ruskin, Grosskopf, and Van Dinter. Members absent: Bowen. Also attending: Terry Enge, Mark Trotter, Kyo Ladopoulos, Andy Ziegler, Jay Williamson, and Tom Wilson.

For Public Comment on Matters not on the Agenda, Bruskewitz thanked the Plan Commission for the action to recommend withdrawing from Dane County zoning. The minutes of the April 11, 2016 regular meeting were approved as presented on a motion by Bruskewitz, second Manering.

Enge reported on the work of the Park Committee, including the recommendation that Michelle Wing join the Committee, which was then recommended to the Board on a motion by Manering, second Bruskewitz. Wilson reported on the work of the Historic Preservation Committee. Wilson gave a report on the Comprehensive Plan Update.

The Design Review for Yahara Crossing, CTH M/Willow Road, Drive Up Building Revisions (Restaurant Facility), was then held. After a brief presentation by Wilson, a presentation by the petitioner with questions, answers and comments, the design review as presented was approved on a motion by Grosskopf, second Ruskin, by a vote of 5-1 (Van Dinter dissenting), with the following conditions:

- Hours of operation, would close at 10 p.m. and may open at 6:00 a.m.;
- Move garbage/trash structure to the back of the building/essentially attached to the building as discussed with proper screening to be approved by Town Administrator;
- Commission would like to see different screening (instead of the guard rail) between the parking lot and CTH M, so the petitioner will need to return to the Plan Commission for approval of that item prior to the parking area being used;
- All of the items in Kevin Even's comments from his 5/9/16 email must be met, and including the comment on potential access improvements at Willow Road from the Town Maintenance Supervisor;
- Design review for the signs shall be maintained and the petitioner will need to return to the Plan Commission for all sign approvals, and obtain approval from the Dane County Highway Dept.;
- Town erosion control and stormwater requirements need to be met and the design approved by the Town Engineer and Dane County Land Conservation; and,
- Handicapped parking location and number to be approved by the Village Zoning Administrator.

No one was present for the Initial Consultation, Rezone and Design Review (County C-2 to Retail Sales), North Oak Gourmet Meats, 5371 Farmco Drive (Waunakee ETZ).

For items before the Waunakee/Westport Joint Planning Committee, an Initial Consultation,

Land Division and Rezone, A1-Ex to A-1, Create 1 Residential/Ag Lot, Williamson, 5770 STH 113 (Waunakee JPA), was held with the JPC members to pass on to the JPC that the Plan Commissioners were in support of this proposal, with the standard condition of no further land divisions or building site creation for all parcels and that the CSM show the access easements and limitations for the parcels. Wilson reported on other items before the Committee.

Van Dinter reported on items before the Middleton/Westport Joint Zoning Committee.

For Miscellaneous Matters or Forthcoming Events raised, Wilson advised the Commissioners of design review administrative approval of revisions to the Bishops Bay patio and potential Kwik Trip exterior changes (colors and signs) at the current Trader Gus Shell location.

Motion to adjourn by Grosskopf, second Bruskewitz. The meeting adjourned at 8:45 p.m.

Mary Manering, Secretary