

TOWN OF WESTPORT

PLAN COMMISSION – March 9, 2020

The regular monthly meeting of the Plan Commission was called to order at 7:03 p.m. in the Community Meeting Room of the Bernard J. Kennedy Administration Building by Chair Grosskopf. Members present: Grosskopf, Kennedy, Manering, and Ohm. Members absent: Bruskewitz, Cuccia and Pichette. Also attending: Jim Budeau, Tina and Gary Napralla, Kyle and Jeanette Acker, Bill Kennedy, and Tom Wilson.

No one was present For Public Comment on Matters not on the Agenda. The minutes of the February 10, 2020 regular meeting were approved as presented on a motion by Ohm, second Kennedy.

After a presentation by Wilson and discussion, the Rezone (County R-1 to Village R-1), Adjust Rear Setback for Home Addition, Budeau, 6091 Imperial Drive, was recommended for approval as presented with the restriction to maintain all of the current setbacks for County R-1 except for the rear yard which shall comply with the Village R-1 classification requirements, as recommended by staff, on a motion by Manering, second Kennedy.

After a presentation by Wilson and discussion, the Land Division (Create One Additional Residential Lot), Napralla, 5531 Sunset Trail, was recommended for approval with standard Town conditions and restrictions as recommended by staff, including payment for one park fee unit, no further divisions, and payment for Town water if ever extended to that area, on a motion by Manering, second Ohm. Kennedy reported for the minutes that she is not the Cindy Kennedy that sent an approval letter for the applicant.

After a presentation by Wilson, questions of the applicants, and discussion, the Design Review, Construct 8 Condominium Units, Premier Builders, Adrian Circle, was approved on a motion by Kennedy, second Ohm, with conditions and restrictions as discussed and recommended by staff as follows:

To be built as presented on the plans submitted;

Compliance with comments that come in from the fire department, Town Engineer, Town maintenance staff, and WAEMS, as approved by the Town Administrator;

A CSM consistent with the proposal that contains all Town standard conditions with the creation of no additional building sites (to separate church and Town parcels with appropriate labels and restrictions to make them use compliant) to be administratively approved if consistent with this action;

Easements as necessary for access and utilities;

Restrictions on the use of non-dark sky lighting with all lighting and fixtures to be approved by the Town Administrator prior to installation;

No parking to be posted or allowed on the private drive (exceptions may be allowed with pre-approval by Town staff);

A note in the condo documents regarding the tower location and advising of potential maintenance and access (similar to the ag land notice now provided in rural CSM's);
No structures or plantings on the Town easement on the north side of the property;
Access to the water tower must be maintained during construction;
Wilson to review and approve any restrictions and condominium documents;
Compliance with the town stormwater standard with plans to be approved by the Town Engineer;
A grading plan to be approved by Town Engineer which shows compliance with Town standards;
Connections to the Town sewer and water system and all utilities underground;
A restriction in the condo documents similar to the currently added Carriage Ridge restriction on short term rentals;
Any other standard Town restrictions not enumerated here but recommended by staff; and,
Petitioners will make copies of the materials and colors to be utilized, which were not presented but described, available to staff for presentation by email to Commission members with the ability of the members to each object or describe alternatives by Friday March 13 at Noon, or the materials will be deemed approved.

Wilson reported on the work of the Park Committee and the Historic Preservation Commission.

Wilson and Grosskopf reported on items before the Waunakee/Westport Joint Planning Committee and the Middleton/Westport Joint Zoning Committee.

For Miscellaneous Matters or Forthcoming Events raised, Wilson reminded the Commission members present again of "replying to all" to emails and avoiding a walking quorum, and Wilson reported on the CTH M trail progress.

Motion to adjourn by Manering, second Ohm. The meeting adjourned at 7:37 p.m.

Mary Manering, Secretary