

## TOWN OF WESTPORT

PLAN COMMISSION – October 12, 2020

The regular monthly meeting of the Plan Commission was called to order at 7:01 p.m. via GoToMeeting.com virtual video conference by Chair Grosskopf. Members present: Bruskevitz, Cuccia, Grosskopf, Kennedy, Manering, Ohm, and Pichette. Members absent: None. Also attending: Pastor Joel Brandt, Jackie Wolke, Gordy Hunter, Steve Levy, and Tom Wilson.

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

An Initial Consultation was then held on the proposed Variance Request to Change the Setbacks, Levy, 4961 Borchers Beach Road (Middleton ETZ). After a presentation by Wilson and Mr. Levy, and questions and comments by the Commissioners, Mr. Levy was told by the Commissioners of concerns to address if proceeding, including: Contact the neighbors to ascertain their thoughts regarding this request; recommend considering putting the garage on the other side of the house or set it back a bit, if possible, to get the garage further away from the intersection; recommend the house be placed back a bit towards the NE corner; recommend surveying the area for potential Native American mounds or artifacts; and, one Commissioner noted this is a good improvement for this neighborhood and is supporting this proposal, but will want to hear from the neighbors. Kennedy informed the Commission of an interest she has in a foundation run by Mr. Levy, and will likely abstain in any vote on the matter if it proceeds.

After an introduction by Wilson, a presentation by the applicant, questions were answered, and a lengthy discussion, the SIP and Design Review, Cross Lutheran Church, The Community of Bishops Bay/Texas Longhorn Drive (Middleton ETZ), was recommended for approval and approved as applicable and as presented with conditions and restrictions as recommended by staff in the agenda memo presented (Compliance with the elements of Resolution 20-04 that remain applicable; comments that come in from the fire dept., town engineer, town maintenance staff, and WAEMS as approved by the Town Administrator; build generally as presented subject to other conditions; a CSM consistent with the proposal that contains all Town standard conditions; easements as necessary for access and utilities; all lighting and fixtures to be final approved by the Town Administrator prior to installation; Wilson to review and approve any restriction documents; maintain SIP and Design Review over any additional new structures; maintain all plat easements, covenants, and restrictions; municipal water and sewer shall be provided to the church as approved by the Town Utility Manager, Town Engineer, and Town Administrator; stormwater and erosion control measures to comply with those already approved for the area through the GIP and approved by the Town Engineer; revisions to any environmental corridors consistent with the GIP approval or other minor land use revisions as may be necessary to effectuate this approval to be undertaken by Town or City staff and consultants; a review and report from the Town Engineer that parking meets the standards for the site and use, and that traffic for the proposed use will be appropriately and safely handled by the current roadways and

traffic control in the area; and, subject to further approvals and restrictions or conditions precedent recommended and approved by the Town Board and City Council), on a motion by Kennedy, second Bruskewitz, and with the following additions:

- Commissioners would like to see more red and barn board on the building, especially on the west and east sides, and potentially on the south side, with the applicant to submit revised plans showing the same consistent with the discussion at the meeting to be approved after review by Grosskopf, Cuccia and Wilson;
- Landscape plan should include no invasives and the plan shall be reviewed by Wilson when finalized in order to ascertain there are no invasive plants in the plan (prefer native plants to tie into the adjoining prairies);
- Proposed temporary gravel driveway must be paved within 5 years of occupancy or when Phase II is approved, whichever comes first;
- The property shall comply with the Town's Exterior Lighting Ordinance as included in the staff recommendation, and additionally that exterior lights will follow the same guidelines established for the neighboring Inspire child care facility as to timing;
- Applicants shall provide to the Town a rendering showing the exterior of all phases including a rendering of the final development, as soon as possible, and for this approval to be effective;
- Project engineer must submit a stormwater plan that meets development guidelines per staff recommendation;
- Wilson, Cuccia, Grosskopf, and Town Engineer Kevin Even to review and approve this additional information; and,
- Additional information will be sent to Commissioners for further comment that may become part of the approval.

Signage was not part of this submission so design review over all signage is maintained by the Plan Commission.

Wilson reported on the work of the Park Committee. Pichette reported on the work of the Historic Preservation Commission. Pichette, Cuccia, and Wilson reported on work of the Sign Design Group.

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

There were no Miscellaneous Matters or Forthcoming Events raised.

Motion to adjourn by Bruskewitz, second Manering. The meeting adjourned at 8:32 p.m.

Mary Manering, Secretary