

TOWN OF WESTPORT  
REGULAR PLAN COMMISSION MEETING  
Kennedy Administration Building  
Community Meeting Room  
5387 Mary Lake Road  
Town of Westport, Wisconsin

AGENDA- May 9, 2022, 7:00 p.m.

This meeting is being noticed as a possible gathering of a quorum of the Westport Town Board due to the possible attendance of Supervisors not appointed to the Commission. Supervisors may discuss items on this agenda or gather information on these items, but no action will be taken on these items as the Town Board.

1. Call to Order
2. Plan Commission to Appoint a Secretary
3. Public Comment on Matters Not on the Agenda
4. Approve Minutes of the 3/14/22 Meeting
5. Initial Consultation, Rezone R1 to SFR, Pine, 4959 Easy Street (Town Zoning)
6. Design Review Amendment, Color Change, Farmco/Rural Insurance Building Addition, BSA Real Estate LLC/Longua, 5376 Farmco Drive (Waunakee ETZ), Discussion/Action
7. Initial Consultation, Rezone and Re-Development, (B1 to Multi-Family), LZ Ventures, 5360 Westport Road (Town Zoning)
8. Park Committee Report/Items for Action
9. Historic Preservation Commission Report/Items for Action
10. Waunakee/Westport Joint Planning Committee Report/Items for Action
11. Middleton/Westport Joint Zoning Committee Report/Items for Action
12. Miscellaneous Matters/Forthcoming Events
13. Adjourn

If you need reasonable accommodations to access this meeting, please contact the clerk's office at 849-4372 at least three business days in advance so arrangements can be made to accommodate the request.

## TOWN OF WESTPORT

### PLAN COMMISSION - March 14, 2022

The regular monthly meeting of the Plan Commission was called to order at 7:01 p.m. in the Community Meeting Room of the Bernard J. Kennedy Administration Building by Chair Sipsma. Members present: Cuccia, Kennedy, Ohm, Pichette, Sipsma, Tande. Members absent: Bruskewitz. Also attending: Mary Manering, Tom Bunbury, Rachel Holloway, Adam Nonn, Jamie and Brad Kerl, Tom Ensign, Jon Lenius, Craig Enzenroth, Dean Grosskopf, and Tom Wilson.

For Public Comment on Matters not on the agenda, since there were new members Sipsma started the meeting with introductions, Wilson welcomed Tande and Sipsma to the Plan Commission and Grosskopf to his new seat as a Town staff member.

The minutes of the February 14, 2022, regular meeting were approved as presented on a motion by Cuccia, second Ohm, with Pichette abstaining.

Grosskopf and Wilson gave an introduction on the Design Review and CUP (Allow Sanitary Features in Accessory Buildings), Lake Pointe Apartments Improvements, Lake Pointe Associates, Westport Road (Town Zoning), and the applicant then gave a presentation including changes that were being proposed (removing the pool construction and increasing size of the rear accessory structure). The Chair then called a public hearing on the CUP to order at 7:22 p.m. and closed the hearing at 7:23 p.m. after calling for comments three times without reply. After discussion and questions of the applicant, the CUP was recommended for approval as presented and necessary, and the design review for the revised plans as presented was approved with conditions and restrictions as recommended by Staff and with a delayed effective date for approval of the CUP by the Town Board, on a motion by Kennedy, second Cuccia.

At this time Pichette recused himself from the next matter and left the room.

After a brief explanation of the status of the Land Division and Rezone (PDD to R-1 and County A-1, Create 2 Single Family Residential Lots), Nonn/Lucke, Wegenke Property Near Briggs Road CTH Q (Middleton ETZ), matter by Sipsma, further comments by Grosskopf and Wilson, and a brief discussion, action on the matter was postponed until after the JZC public hearing in April on a motion by Cuccia, second Ohm.

Pichette then returned to the room and resumed Commission duties.

An Initial Consultation to Remove Restrictions to Allow Single Family Home (Outlot by Town Well), Bunbury, Cobblestone Drive, Carriage Ridge (Waunakee ETZ) was then held. After an introduction by Grosskopf, a history of the property given by Wilson, and a brief presentation by Tom Bunbury, the Commission members advised Mr. Bunbury to talk to the neighbors about the proposal before filing, and concerns were also raised about very limiting construction restriction and the actual size of the building area fitting into the rest of the neighborhood.

After an introduction by Grosskopf, comments by the owner, and discussion, Land Division and Rezone (ER-1 to Create Additional Single Family Home), Ensign, Emerald Grove Lane (Waunakee ETZ), was recommended for approval as presented with conditions and restrictions as recommended by staff, and in addition to show approval of the potential for a septic system to the Town Administrator prior to construction, and a joint access or driveway agreement in a form acceptable to the Town Administrator, on a motion by Cuccia, second Kennedy.

On the Sign System Proposals, after a presentation by Grosskopf and Wilson, and a history of the project presented by Cuccia and Pichette, the proposal by Poblacki was recommended for approval as presented on a motion by Pichette, second Cuccia.

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

Grosskopf reported on the work of the Waunakee/Westport Joint Planning Committee and Middleton/Westport Joint Zoning Committee.

For Miscellaneous Matters or Forthcoming Events raised, Wilson reported that Groundswell gave approval for getting appraisals on the Berman/Bagels forever property as a start to a potential purchase with Town assistance, and Grosskopf provided further details; Pichette inquired about Beef Butter BBQ using the Towell land space; Kennedy reported that the Cross Lutheran Church sign is up and looks good; Pichette asked about potential Community of Bishops Bay Phase 7 condominium plans; and, Pichette thanked Wilson for his years of service and making the Plan Commissioner jobs each month easier.

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

Thomas G. Wilson  
Acting Secretary, Town Attorney/Administrator/Clerk-Treasurer

AGENDA ITEM #5:

Initial Consultation, Rezone R1 to SFR, Pine, 4959 Easy Street  
(Town Zoning)



Town of Westport GIS



SCALE: 1 = 61'

Town of Westport  
5387 Mary Lake Road  
Waukegan, WI 53597  
(608) 849-4372

DISCLAIMER: The Town of Westport does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

Print Date: 4/20/2022

March 31, 2022

Town of Westport  
Plan & Zoning Committee  
5387 Mary Lake Road  
Waunakee, WI 53597

Town of Westport Plan and Zoning Committee:

The intent of this letter is to request approval for my current property, which is zoned as a R1 (residential), to be rezoned to a single-family residential (SFR).

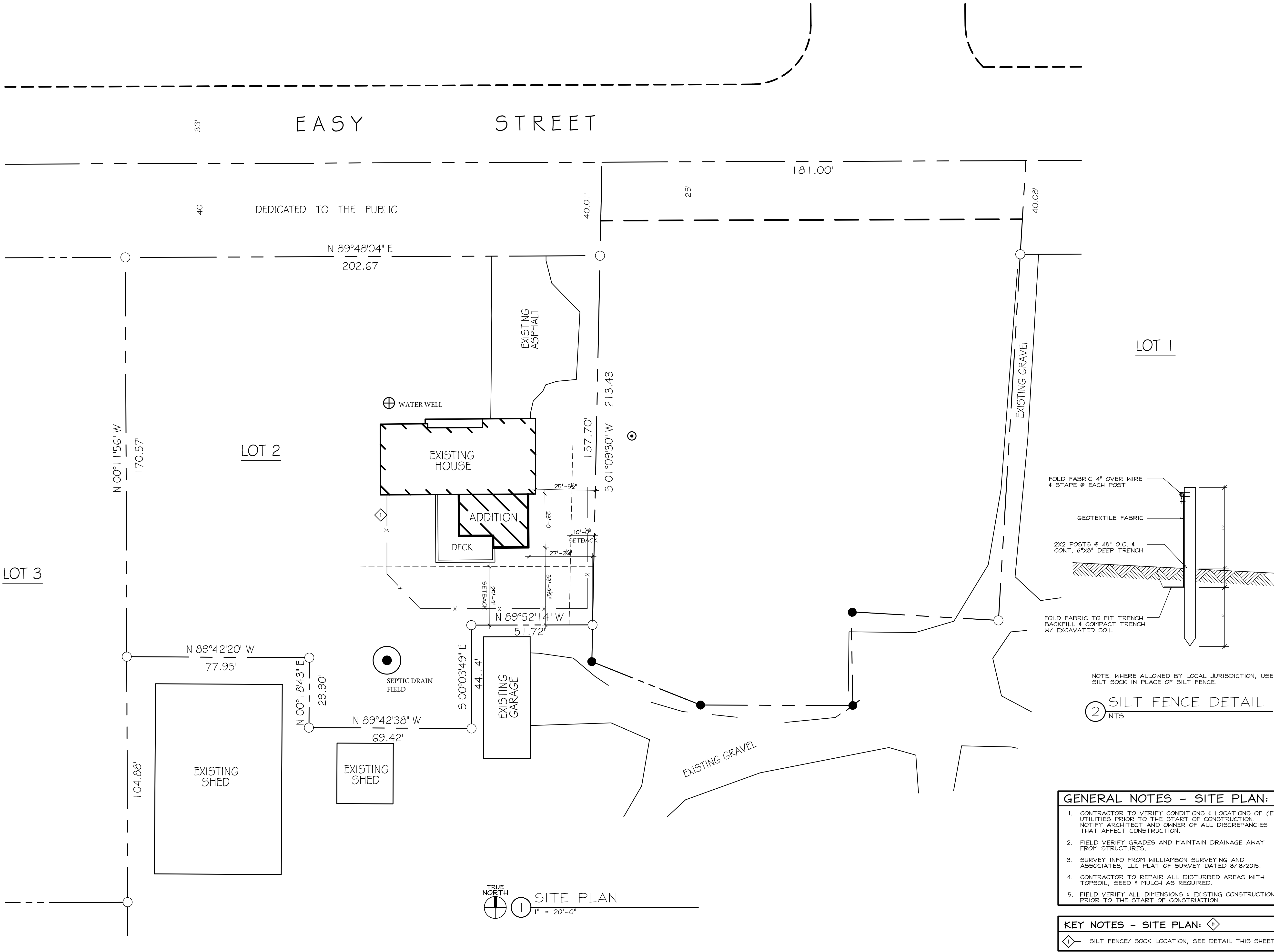
A brief history of my property: My wife and I have lived at this address for the past 6 years and are hoping to make it our forever home. However, with our growing family, we have found ourselves limited in space. My wife has grown up on this property her entire life. Her late grandparents, Gerald and Nancy Pfeil, originally built our home in 1973. My wife's father Jeffery Pfeil, who lives right next door to us, owns the properties that surrounds our home; including to the rear of our property. With the lifetime of memories that have been created here and with family being located right next door to our home, moving just doesn't seem right.

I have been working closely with General Engineering Company to apply for a land use permit and a building permit for a planned home addition that is approximately 617.5 Sq. Ft. It was brought to my attention on 3-30-2022 that my current property falls under the grandfathered zoning ordinance through Dane County, as a R1 parcel. The allowed property setbacks under the grandfathered ordinance do not allow many options for a home addition towards the rear of the property. By switching to the new Town of Westport, single-family residential zone will allow my property to be in line with the most up to date Township zoning ordinances and will allow more space in regards to the rear property line setback.

It is my and my families hope that you will grant this request to rezone and update our property to SFR zoning district. I look forward to discussing this matter with the committee at your earliest convenience.

Sincerely,

Nicholas Pine  
4959 Easy Street  
Waunakee, WI 53597  
Phone: 608-772-6616  
Email: Npine5640@gmail.com



AN ADDITION & REMODEL FOR:  
NICK PINE  
4959 EASY STREET  
WAUNAKEE, WI 53597

CONSTRUCTION  
DOCUMENTS

REVISIONS		
#	DATE	ISSUE

DATE  
6/12/21

C  
1





*Engineers • Consultants • Inspectors*

**ZONING ADMINISTRATOR REVIEW REPORT**

**TO:** Town of Westport Plan Commission, Town Board, Town Clerk/Treasurer

**FROM:** Kory D. Anderson, P.E., Town of Westport Zoning Administrator

**DATE:** (for) June 13, 2022 Plan Commission Meeting

**SUBJECT:** Zoning Change Review for Pine  
Tax Parcel 0809-012-8620-0

**GEC NO.:** 2-0122-46C

**Background Information**

Owner / Applicant: Nicholas Pine  
4959 Easy Street  
Waunakee, WI 53597

Agent/Surveyor/: N/A

Location: 4959 Easy Street  
In part of the Northwest ¼ of the Northwest ¼ of  
Section 1, all in T8N, R9E, Town of Westport, Dane County, WI.

Request: Zoning Change Approval

Existing Zoning: Tax Parcel 0809-012-8620-0 R-1 (Legacy) 0.82 Acres  
Total 0.82 Acres

Existing Land Use: The Subject property currently contains a single-family house that is in the east central part of the property with an asphalt driveway connected to Easy Street. There are no other improvements on the property. There are no steep slopes, wetlands, streams, or floodplains associated with the property.

Adjacent Land Uses: North: Easy Street and Residential  
West: Agricultural  
East: Agricultural/Farmette  
South: Agricultural/Farmette

**Proposal**

Zoning Change: Tax Parcel 0809-012-8620-0 SFR 0.82 Acres  
Total 0.82 Acres

Applicant submitted information for a zoning change of Tax Parcel 0809-012-8620-0 from zoning R-1 (Legacy) Residential District to SFR Single-Family Residential District. The owner is looking to build an addition and deck on the back of his house and the SFR zoning allows a smaller rear setback (25ft) requirement versus the rear setback (50ft) required under the Legacy zoning.



**Submittals/Attachments**

1. Zoning Change Application, received April 20, 2022.
2. Application Cover Letter, received April 20, 2022.
3. Town of Westport Plan Commission Application, received April 20, 2022.
4. Town of Westport Parcel Map, received April 20, 2022.
5. Proposed Site Plan, received April 20, 2022.

GEC reviewed the attachments and the information submitted by the applicant/agent and has the following comments outlined below:

**Comprehensive Plan**

I'll always defer to the Town on how the proposed rezoning is affected by the Town's Comprehensive Plan and their future land use map/plan.

**Zoning Ordinance/Town Ordinances**

**1. General**

The owner is looking to build an addition and deck on the back of his house and the SFR zoning allows a smaller rear setback (25ft) requirement versus the rear setback (50ft) required under the Legacy zoning.

**Recommendation**

GEC recommends that the Plan Commission conditionally approve the proposed zoning change of Tax Parcel 0809-012-8620-0 from zoning R-1 (Legacy) Residential District to SFR Single-Family Residential District, contingent on the following:

1. Town Board discuss any concerns with above comments.
2. Any comments or conditions from the Town Attorney shall be addressed.

AGENDA ITEM #6:

Design Review Amendment, Color Change, Farmco/Rural  
Insurance Building Addition, BSA Real Estate LLC/  
Longua, 5376 Farmco Drive (Waunakee ETZ),  
Discussion/Action

AGENDA ITEM #7:

Initial Consultation, Rezone and Re-Development, (B1 to  
Multi-Family), LZ Ventures, 5360 Westport Road  
(Town Zoning)

April 25, 2022

Robert Anderson, WCPC CMC  
Utility, Finance, I.S. Manager, Deputy Clerk Treasurer  
Town of Westport  
5387 Mary Lake Rd  
Waunakee WI 53597



Re: Letter of Intent – Concept Review  
5360 Westport Road  
Westport, WI

Mr. Robert Anderson,

The following is submitted together with the plans Plan Commission consideration.

**Organizational Structure:**

Owner/ LZ Ventures  
Developer: 8301 Machine Drive, Suite 102  
Madison, WI 53737  
Phone: 608-831-3326  
John Leja

Architect: Knothe & Bruce Architects, LLC  
7601 University Avenue, Ste. 201  
Middleton, WI 53562  
Phone: 608-836-3690  
Contact: Duane Johnson  
[djohnson@knothebruce.com](mailto:djohnson@knothebruce.com)

Civil Engineering: Vierbicher  
999 Fourier Dr., Suite 21  
Madison, WI 53717  
Phone: 608-821-3970  
Contact: Justin Zampardi  
[jsam@vierbicher.com](mailto:jsam@vierbicher.com)

**Introduction:**

The proposed re-development is at 5360 Westport Road, on the current site of the a single story restaurant. The existing site is zoned as B2, and we are requesting it be rezoned as multi-family. The proposed building will be designed to assimilate with the surrounding properties, such as the 3-story condominium complex across Westport Road, and the condominium homes to the southeast and west, as well as the sprinkling of single family homes further away.

**Project Description:**

The project will include a 6-story building with 140 dwelling units and enclosed parking on part of the first two levels above grade. Each wing will have a mixture of studios, one-bedrooms and two-bedrooms for a total of 70 per wing. The top four floors will contain dwelling units, while the bottom will consist of two parking levels under the courtyard and rear of the building with additional units facing the street and sides. These units will provide peace and tranquility to the residents, soaking in the beautiful scenery surrounding Lake Mendota. The exterior architecture has yet to be defined but high quality materials will be used on both the exterior as well as interior, with materials, color palletes, and design that will integrate this building with the surrounding properties.

Thank you for your time reviewing our proposal.

Sincerely,

Duane Johnson, AIA, LEED AP  
Member





Nau-Ti-Gal  
Site Locator Aerial  
5360 Westport Road, Madison, WI  
April 21, 2022





