

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

AGENDA - Monday, September 12, 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 by the Town Board.

1. Call to Order
2. Public Comment on Matters Not on the Agenda
3. Approve Minutes of the 6/13/22 Meeting
4. Initial Consultation, Land Division and Rezone to Allow Self Storage Units,
5385 W. River, Waunakee ETZ
5. Park Committee Report/Items for Action
6. Historic Preservation Commission Report/Items for Action
7. Waunakee/Westport Joint Planning Committee Report/Items for Action
8. Middleton/Westport Joint Zoning Committee Report/Items for Action
9. Miscellaneous Matters/Forthcoming Events
10. 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 – August 8, 2022

The regular monthly meeting of the Plan Commission was called to order at 7:00 PM. in the Community Meeting Room of the Bernard J. Kennedy Administration Building by Chair Sipsma. Members present: Freidig, Kennedy, Moore and Sipsma. Members absent: Cuccia, Ohm and Tande Also attending Nick Urumoglu, Rick Kaltenberg, Jeff Ruedebusch, Paul Raisleger, Cale Anderson, and Dean Grosskopf.

No one was present for Public Comment on Matters not on the agenda. The minutes of the June 13, 2022, regular meeting were approved as presented on a motion by Kennedy, second Freidig.

A Consultation was held to discuss approval of proposal by Cale Anderson sublease a portion of the northwest corner of State Highway 113 and County Highway M for auto sales including an enclosed trailer for an office. The balance of the corner parcel would continue to be used for boat trailer and boat storage. After a lengthy discussion the potential applicant was advised that given the current zoning and the currently allowed use for boat camper and trailer storage, this use would be acceptable but with some reservations. Mr. Anderson was advised that the application would need to define the area to be used for this purpose, the trailer would need some degree of landscaping and or screening, any lighting would need to conform to Westport's "dark sky" ordinance, and signage would need to be approved as to size and design.

After a brief introduction by Grosskopf, a presentation by the owners and a brief discussion, the Commissioners recommended approval of a CUP for a 2,016 square foot storage building for Rick Kaltenberg's personal use at his home at 6188 CTH I, to the Waunakee / Westport JPC and to the Town Board, on a motion by Kennedy, second Moore.

After a brief introduction by Grosskopf, and a presentation by the developers and their architect, the Commissioners asked a variety of questions regarding the design, the use, and the proposed tenant of the former Webcrafters building at 5487 Bluebill Park Dr. The architect provided elevations site plans and material samples for the Commission's approval, however since the use and the tenant were not disclosed, and several items were not fully defined, the Commission conditionally approved the design, subject to final approval of the parking layout, landscaping design plans, and the design of the signs, on a motion by Sipsma second Freidig.

Grosskopf presented the Westport sign design concept. After a discussion and questions were answered, the design was recommended to the Town Board for approval.

Freidig reported on the work of the Park Committee and Moore 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.

There were no Miscellaneous Matters or Forthcoming Events raised.

Motion to adjourn by Kennedy, second Freidig. The meeting adjourned at 9:00 PM.

Cynthia Kennedy, Secretary

Item # 4

Initial Consultation, Land Division and Rezone to Allow Self Storage Units,
5385 W. River, Waunakee ETZ



Town of Westport GIS

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SCALE: 1 = 492'

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

Print Date: 8/2/2022

07/25/22

Dear Town of Westport and Village of Waunakee,

My business partner and I would like to construct a self storage facility at 5385 W. River Rd. This facility would include drive-up units of varying sizes, RV/boat storage (unsheltered as well) and climate controlled units. The buildings themselves would be one story with the RV and boat units being slightly higher.

The facility will also be self guided, meaning customers would be able to rent units via a website or kiosk. Each customer will be provided their own unique individual access code which will expire the moment their rental agreement concludes. Customers will also have access to the facility 24hrs/day via their access code. We would also like to include a smaller office at the end of the climate controlled building housing a manager, which would troubleshoot any needs a customer might encounter during the day and facility upkeep.

We will have an extensive security system (cameras, tall vertical lighting, motion sensed lights/cameras, pin-pad gated entry w/camera to store license plate and facial images, and fencing around the facility's perimeter) to ensure the safety of our customers' belongings and our business.

Finally, we would landscape the outside of the facility to make it aesthetically pleasing. This would include trees, rocks, bushes/shrubs, perennial plants/flowers and mulch. We would also work with the towns to ensure that the facility's buildings facade is in unity with the towns' vision and expectations. There may be a retention pond on site or if possible, divert the water to one of the nearby ponds.

***Notes:** The plan is for the facility to be completed in two phases (1st phase would be roughly 2 of the 5 acres. One phase will be located north of the middle and the other south. It is yet to be determined which phase will be completed first or which cardinal direction the buildings will run and how many buildings will be sufficient (depends on advice from civil engineer and builder). It should also be noted that the phase not being completed first, will be rented out as uncovered RV and boat storage until that phase begins construction (concrete will be already laid down for buildings so construction can begin more quickly and building planning will be already completed).

Best Wishes,

Jason Schmidle

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N

455

Facility
Sign

Exterior
Perimeter
Fence & lights

Drive up storage possibly Chamberlain

Drive - up

Drive - up

Drive up Best RV