

TOWN OF WESTPORT

PLAN COMMISSION - April 12, 2021

The regular monthly meeting of the Plan Commission was called to order at 7:00 p.m. via GoToMeeting.com virtual video conference by Chair Grosskopf. Members present: Ohm, Cuccia, Grosskopf, Kennedy, Manering, Bruskevitz, and Pichette. Members absent: None. Also attending: Terry Enge, Patrick Riha, Jessica Frey, and Bob Anderson.

No one was present for Public Comment on Matters not on the Agenda. The minutes of the March 8, 2021 regular meeting were approved as presented on a motion by Kennedy, second Cuccia.

After a brief introduction by Anderson, further clarification by the petitioner, and discussion, the Design Review for a Temporary Restaurant Use and Structures, Beef Butter BBQ, 5407 CTH M (Former White House Site, Waunakee ETZ), was approved as presented on a motion by Bruskevitz second Kennedy, with several conditions and limitations and recommended by staff:

Facility and placement: Placement of the facilities as noted in the latest site plan. Facilities, stage, screen, and carts shall match what was shown to the Plan Commission, especially as to the stage for music and the screen to be facing and placed away from CTH M and the residences across the road. There will be a food trailer, beer trailer, bathroom trailer, one LED screen, and two Beef Butter trucks.

Days and Hours of Operation: Open days and hours shall be limited to Thursday through Sunday only from 4-10 pm, but allowed to start earlier on Brat Fest Weekend and holiday weekends, starting May 1 and ending October 2, 2021. All materials and equipment shall be removed from the site by 5:00 pm on October 5, 2021, subject to further allowance by the Town Administrator.

Lighting: No additional pole lights other than what is already on property shall be used. Each trailer will have their own patio lights similar to the vending trailer located at 3001 N. Sherman Avenue and as presented to the Plan Commission (LED patio lights around the roof line perimeter).

Signs Proposed: Will use existing "FOR SALE" sign on site and indicate "Camp Beef Butter" and address. All other branding allowed is already on trailers. Any other signage will be small temporary directional signage (enter here, etc.).

Stage: No overhead canopy or overhead lighting on stage. Maximum height of stage will be 24 inches.

Traffic and Parking: Traffic in/out will be across from the Willow Road entrance that accesses Kwik Trip in order to control the number of people coming in and count those leaving to keep track of traffic/patron count. The lot shall be striped based on a parking and circulation plan approved by the Town Engineer prior to use, and based on the plan submitted by the applicant by email dated 4/7/21. The Town Administrator shall have the ability to revise the final plan in consultation with the Town Engineer if circulation and parking capacity becomes problematic in order to address those issues.

Refuse and Recycling: Refuse and recycling shall be collected in wind proof barrels, removed each day and placed in Beef Butter BBQ's current trash corral at 3001 N. Sherman Ave.

Music/Timing: Music shall be allowed within the noise limits prescribed by the Village of Waunakee zoning code only from 4pm-10pm on Friday and Saturday nights with live or

recorded music (most likely recorded music Friday nights and Live Music Saturday nights). Music should be timed to allow the closure of the facilities by 10 p.m.

Electrical: There are 200 amps already on property which shall be utilized to power the carts, lights and any other items as needed.

No Permanent Structures: No structures are to be built without further approval of the Plan Commission. Everything will be portable or on trailers. A tent shall not be allowed without further approval from the Town Plan Commission.

Review: A review with the Plan Commission after closure to determine continuing and if so under what additional guidelines or what guidelines can be revised or removed.

New or Raised Additions at Plan Meeting: Any other conditions or restrictions as raised at the Plan Commission meeting or as recognized by Staff as the business commences.

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

Grosskopf 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 Cuccia, second Manering. The meeting adjourned at 7:40 p.m.

Mary Manering, Secretary