

**VILLAGE OF WAUNAKEE/TOWN OF WESTPORT  
JOINT PLAN COMMISSION MEETING  
Town of Westport Community Room  
5387 Mary Lake Road, Town of Westport  
April 9, 2019 6:00 PM**

**Meeting Minutes**

**CALL TO ORDER**

The meeting was called to order at 6:00 p.m.

**ROLL CALL:**

**Present:** Ken Sipsma, Dean Grosskopf, Eileen Bruskewitz, Chris Thomas, Brian Malich,

**Absent:** Brad Zeman

**Also Present:** Tom Wilson, Kevin Even, Tracy Meinholz, Ed Freer, Brian Bauman, Michael Stengl, Kylee Breaker, Shane Fry, Dan O’Callighan, Aaron Aspenson, Grant Duchac, Mike Lawton, Jerry Tierney, Dan Seeley.

**MINUTES**

**1 March 12, 2019**

Motion Grosskopf, second Thomas, to approve the minutes from the March 12, 2019 Joint Plan Commission meeting as presented. Motion carried 5-0.

**PUBLIC COMMENT:** None

**NEW BUSINESS**

**1 Initial Consultation, Lot Line Adjustment and Rezone (Continue Current Use), Meffert/Pineview, CTH K, Town of Westport**

The applicant asked to be taken off the agenda.

**2 Conceptual Review, Festival Foods, to be Located in the Kilkenny Farms West Commercial Center at the Southwest Corner of Woodland Drive and County Highway Q**

Representatives from Festival Foods made a presentation showing updates as a result of working with Village Staff. No action taken.

**3 Public Hearing and Discussion/Action on a Request from Kilkenny Farms West, LLC to Approve a General Development Plan (GDP) for Kilkenny Farms West Commercial Center at the Southwest Corner of Woodland Drive and County Highway Q**

After a brief introduction by staff, the public hearing was opened at 6:36 p.m. Dan O’Callighan spoke on behalf of Forward Development Group regarding concerns with impacts to traffic, stormwater, and utilities along with the alignment of the roadways. The public hearing was closed at 6:39 p.m. Motion Malich, second Grosskopf, to recommend approval of the GDP to the Village Board with the condition that all staff comments are resolved to the satisfaction of the Village

Engineer and Village Attorney consistent with the Village Plan Commission approval. Motion carried.

**4 Discuss and Take Action on a Certified Survey Map for Kilkenny Farms West Commercial Center at the Southwest Corner of Woodland Drive and County Highway Q**

Motion Grosskopf, second Thomas, to recommend approval of the certified survey map to the Village Board with all staff concerns addressed consistent with the Village Plan Commission recommendation. Motion carried.

**5 Public Hearing and Discussion/Action on Request by The Laurel Apartment Complex, Kilkenny Commons, for a Conditional Use Permit to Exceed the Maximum Height Limit for Portions of the Gabled Roof**

Mr. Even outlined the reason for the conditional use permit to allow a portion of the roofline to exceed the height limit. The public hearing was opened at 6:46 p.m. There was no one present that wished to speak. The public hearing was closed at 6:47 p.m. Motion Thomas, second Bruskewitz to approve the conditional use permit for the height above 45 feet, but not to exceed 52 feet as recommended by the Village Plan Commission. Motion carried.

**6 Discuss and Take Action on Site Plan/Specific Implementation Plan for The Laurel Apartment Complex, Kilkenny Commons**

Staff explained that the applicant has now received the CUP for the roof height, and the Commission can now take action on the site plan/SIP. They have been working to resolve some sidewalk and architectural issues and staff is pleased with the results. Motion Bruskewitz, second Grosskopf, to approve the SIP conditioned upon all staff comments as recommended by the Village Plan Commission. Motion carried.

**7 Discussion of HyVee Specific Implementation Plan and Request for Conditional Use Permit**

The applicant asked to be taken off the agenda.

**ADJOURN**

Motion Bruskewitz, second Malich, to adjourn the meeting at 6:53 p.m. Motion carried.

**Respectfully Submitted:**

Tracy Meinholz, Joint Plan Commission Secretary