

**VILLAGE OF WAUNAKEE/TOWN OF WESTPORT
JOINT PLAN COMMISSION MEETING
Town of Westport Community Room
5387 Mary Lake Road, Town of Westport
March 12, 2019 6:00 PM**

Meeting Minutes

CALL TO ORDER

The meeting was called to order at 6:04 p.m.

ROLL CALL:

Present: Ken Sipsma, Eileen Bruskewitz, Brad Zeman, Brian Malich,

Absent: Tim Black, Dean Grosskopf

Also Present: Tom Wilson, Kevin Even, Tracy Meinholz, Bryan Kleinmaier, Ed Freer, Dennis Steinkraus, Bill & Cyndi Kennedy, Karen Wilke, John Drury, Madison Graf, Dave Gulsick, David Korb, Hannah Korb, Steve Jacquot, Keenan Korb, Melanie Lee, Pat Teslaw, Kyle Adams, Arnold & Jean Bye, Mark & Mary Ripp, Joanne Koster, Jason Ford, Bree Cooper, Max Jacobson, Pete Hebsch, Jerry & Monica Paffenroth, Dan O'Callighan.

MINUTES

1 September 11, 2018

2 December 11, 2018

Motion Zeman, second by Bruskewitz, to approve the minutes of the September and December 2018 meetings. Motion carried 4-0.

PUBLIC COMMENT: None

OLD BUSINESS

1 Public Hearing and Discussion/Action on a Request by Drumlin Ridge Farm Vineyards LLC to Amend the Existing Conditional Use Permit for 6000 River Road

Mr. Wilson presented the proposed changes to the CUP documents and went over some of the concerns raised by the neighbors. The public hearing was opened at 6:15 p.m. Pat Teslaw, Mark & Mary Ripp, Arnold Bye, Joanne Koster, and Jerry Paffenroth registered as opposed to the changes. Karen Wilke, Hannah Korb, Steve Jacquot, Keenan Korb registered in support. There were also several emails and letters submitted in support of the proposal and some opposed that were noted for the record. The public hearing was closed at 6:27 p.m. Motion Bruskewitz, second Zeman, to approve the amendment to the CUP based on findings noted in the proposed revised agreement that shows the proposal meets the Village Code CUP standards, and subject to 1) meeting all Village Codes 2) the 5 year review period stays in place 3) staff to further investigate neighbor complaints, make recommendations for mitigation, and to report back to the JPC if further action is needed to compel action. Motion carried 4-0.

2 Public Hearing and Discussion/Action on a Request by Wisconsin Scaryland to Extend the Original Conditional Use Permit for 5305 County Highway M for an Additional Two Years

Mr. Wilson presented the proposal to extend the CUP for an additional two years. The public hearing was opened at 6:51 p.m. No one present wished to speak. The public hearing was closed at 6:53 p.m. Motion Zeman, second Bruskewitz, to approve the 2 year extension based on

meeting the standards for an extension contained in the current CUP document. Motion carried 4-0.

- 3 **Westport Commercial Development Design Guidelines Discussion/Recommendation**
Motion Bruskewitz, second Malich, to acknowledge the use of and recommend approval subject to minor revisions as may be necessary to correct errors. Motion carried 4-0.

NEW BUSINESS

- 1 **Public Hearing and Discussion/Action on Woodland Crest General Development Plan and Zoning Related to the Annexation Petition**
Village Attorney, Bryan Kleinmaier, presented the proposed GDP and zoning related to the development. The public hearing was opened at 7:01 p.m. Bill Kennedy asked for clarification on the convenience store component. The public hearing was closed at 7:03 p.m. Motion Zeman, second Bruskewitz, to recommend Village Board approval of the rezone and GDP, subject to any changes by the Village Attorney and Village Engineer including the limit of uses for Lot 1 to a grocery store and convenience store. Motion carried 4-0.
- 2 **Discuss and Take Action on Annexation Petition, Preliminary Plat, and Final Plat for Woodland Crest**
Bryan Kleinmaier presented the proposal for development of phase 1 to include the extension of Simon Crestway, pedestrian paths, Sara Lane improvements, water main extension across CTH Q, and a signalized intersection at Simon Crestway and Woodland Drive. Motion Malich, second Bruskewitz, to recommend approval of the annexation petition, preliminary plat and final plat, to Village Board, subject to all staff concerns resolved to the satisfaction of the Village Engineer. Motion carried 4-0.
- 3 **Public Hearing and Discussion/Action on an Amendment to the Kilkenny Commons General Development Plan for Setbacks**
Staff explained that this GDP amendment will only reduce the setback on one lot and will allow staff to work with the applicant on sidewalk issues requested by the Village Plan Commission. The public hearing was opened at 7:14 p.m. No one present wished to speak. The public hearing was closed at 7:16 p.m. Motion Malich, second Bruskewitz, to recommend approval of the GDP amendment to the Village Board subject to final adjustments approved by the Utility Manager, Village Attorney, and Village Engineer. Motion carried 4-0.
- 4 **Discuss and Take Action on Specific Implementation Plan for The Laurel at Kilkenny Multi-Family Development**
Staff stated that the Village PC deferred action till April to allow the applicant to apply for the required CUP for a height exception and work with staff on outstanding issues with the SIP. No action taken.
- 5 **Initial Consultation, Rezone to Allow Duplex Condominium on single Family Lot, Lot 15 Rankin Lane, Town of Westport**
Mr. Wilson stated that the Town PC had directed the applicant to meet with the neighbors prior to making a submittal. No action taken.

ADJOURN

Motion Malich, second Bruskewitz, to adjourn the meeting at 7:25 p.m. Motion carried.

Respectfully Submitted:

Tracy Meinholz, Joint Plan Commission Secretary