



## **Village of Waunakee and Town of Westport Joint Plan Commission Minutes**

A regular meeting of the Waunakee/Westport Joint Plan Commission was held  
Tuesday, August 15, 2017, 6:00 p.m. at the Waunakee Village Hall  
500 W. Main Street, Waunakee, Wisconsin

### **CALL TO ORDER**

Mr. Sipsma called the meeting to order at 6:02 p.m.

Members Present: Ken Sipsma, Dean Grosskopf, Eileen Bruskewitz, Pat McGowan, Brad Zeman, Brian Malich

Members Absent: None

Also Present: Tom Wilson, Tracy Meinholz, Ed Freer, Mike Lawton, Jerry Tierney, Margarita Ugalde, Sean McCormick, Bernadette Thompson.

### **APPROVAL OF MINUTES**

Motion Grosskopf, second McGowan, to approve the minutes from the July 11, 2017 meeting. Motion carried.

### **PUBLIC COMMENT**

None

### **NEW BUSINESS**

#### **Initial Consultation, Certified Survey Map, David and Shannon Bruns, Autumn Leaf Court, Town of Westport**

Commission members discussed some concerns about the size of the lot, sewer connections, and neighbor response to creating this lot. No action necessary.

#### **Initial Consultation, Childcare Center, 5371 Farmco Drive, Town of Westport**

Margarita Ugalde presented plans to do a 3-5 year lease with the possibility of purchasing in the future. Members cautioned the applicant that this is a commercial/industrial area and may not be conducive to a daycare setting. Applicant was told there will need to be exterior building work, a rezone and conditional use permit to allow this use. No action taken.



**Initial Consultation, Jump! Drive-Thru Coffee Shop, 5305 CTH M, Town of Westport**

Mr. McCormick presented his proposal. Commission members discussed traffic/access issues, utilities, and landscaping/lighting. Mr. Wilson stated that this use would require an amendment to the existing CUP for this property. No action taken.

**Discuss & Take Action on Concept Plan for Lot 2 CSM 14255, Kilkenny Commons, Village of Waunakee**

Ed Freer, Village Planning Consultant, presented the overall site layout for the proposed 10,000 sf Animart building in the northwest corner of the lot. Commission members had no concerns.

**Discuss & Take Action on Proposed Urban Service Area Amendment, Southwest Corner of CTH Q & Woodland Drive, Town of Westport**

Mr. Freer gave a presentation of the work done to date on the lands to be included in the USA amendment. Bernadette Thompsen, representing the Hellenbrand Trust, asked about including her family's property in the USA. Ms. Thompson was told that this request was not part of the agenda item for action. She was directed to work with staff to answer her questions about the process.

**ADJOURN**

Motion McGowan, second Bruskewitz, to adjourn the meeting at 7:24 p.m. Motion carried.

Submitted By: Tracy Meinholz, Recording Secretary

Approved: \_\_\_\_\_