

**CITY OF CEDARBURG
PLAN COMMISSION**

**PLN20100201-1
UNAPPROVED MINUTES**

February 1, 2010

A regular meeting of the Plan Commission of the City of Cedarburg was held on Monday, February 1, 2010 at Cedarburg City Hall, W63 N645 Washington Avenue, in the Council Chambers. The meeting was called to order at 7:00 p.m. by Mayor Greg Myers.

Roll Call: Present - Mayor Gregory Myers, Council Member Chris Reimer, Mark Burgoyne, Brook Brown, Joe Emmerich

Excused - Park & Forestry Chairperson James Schara, Keith Kaiman

Also Present - City Attorney Kaye Vance, City Planner Jon Censky, Administrative Secretary Darla Drumel

STATEMENT OF PUBLIC NOTICE

Administrative Secretary Drumel confirmed that the agenda for the meeting had been posted and distributed in compliance with the Wisconsin Open Meetings Law.

APPROVAL OF MINUTES

A motion was made by Council Member Chris Reimer, seconded by Commissioner Emmerich, to approve the minutes of January 4, 2010 as presented. The motion carried without a negative vote, with Commissioners Schara and Kaiman excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS

None were offered.

REVIEW AND DISCUSS ZONING CODE CHANGES BEING PREPARED AS PART OF THE RECODIFICATION OF THE ENTIRE ZONING CODE – P99014

Planner Censky requested Commission review of the proposed changes to the residential districts. He advised that the single-family districts were reorganized with the lower district identification numbers corresponding with the smaller minimum lot sizes and the higher identification numbers with larger minimum lot sizes. He explained, for example, that the Rs-1 District has been changed to reflect the smallest minimum lot size and the Rs-7 has the largest. Since the current Code has two duplicate single-family districts (the Rs-1 and the Rs-7 are virtually the same), one has been eliminated, reducing the number of districts by one. Planner Censky provided a conversion table to help show those changes. He added that each district will include a chart to clearly show the minimum standards of the district, which can easily be made available as a public handout. No recommendation is being sought at this time, but feedback was requested to be included in the final draft.

Planner Censky reviewed the major changes in the new proposed code. The proposed Rs-5 and Rs-6 districts were incorrectly identified as low-density districts, so the phrase "Low-Density" will be removed. Since a couple of guest houses already exist in the City, that use was added as a conditional use in the districts with the larger lot sizes. Single-family homes were

eliminated from permitted uses in the Rd-1 Two-Family Residential District since single-family and two-family dwellings are already permitted in the proposed Rs-2 Single-Family/Two-Family Residential District. Language requiring that satellite dishes be located only in side and rear yards was added under "Permitted Accessory Uses" to prevent their installation in front yards. The charts added to each district would provide an easy reference for their specific development standards. Vice Chairperson Burgoyne and Commissioner Brown strongly advocated for the charts.

Commissioners discussed whether the language that is repeated in all of the districts should be put in a "general" category; i.e. the statement that the Code is consistent with the Smart Growth Plan. After further consideration and to make this code more user-friendly, it was decided that each district would be complete so that it could easily be copied for use by the public. No separate general section for the residential districts would be created.

Other possible refinements to the proposed districts included:

1. Confirm the capacity of Community-Based Residential Facilities that are required by State Statute to be a permitted use, as well as the capacity of those to be regulated as conditional uses.
2. Clarifying the language in the first paragraph under "Permitted Accessory Uses" regarding whether or not it pertains to both non-landmark and Landmark properties.
3. Adding "building" before the word "permit" in the first sentence in "Permitted Accessory Uses."
4. Add a reference to the home occupations section of the proposed zoning code after "Home Occupations" in "Permitted Accessory Uses".
5. In "Essential Services and Utilities" under "Permitted Accessory Uses," define a procedure for approval of private and/or public utility installations more than three (3) feet in height, as those less than three (3) feet in height are subject only to City staff approval.
6. Clarify the "staff" that would be responsible for approval of utility installations less than three (3) feet in height as noted in 4. above and whether vegetative screening is the only criteria staff would control.
7. Set the criteria for "Guest House" proposed as a conditional use in the larger districts Rs-3, Rs-4, Rs-5, Rs-6 and Rs-7; such as time limits for occupation, prohibition of installation of plumbing fixtures, and/or size limitations.
8. Consider modifying the proposed Maximum Lot Coverage and/or Open Space Ratio for the Rd-1, Rm-1 and Rm-2 Districts and provide graphics to illustrate the proposed percentages within the setback requirements.
9. Consider restrictions on "Alternative Energy Systems" listed as a Conditional Use in all the residential districts, with the understanding that the State Statutes limits municipal control of such uses.

MAYOR'S ANNOUNCEMENTS

Ozaukee County Fairgrounds

In response to a question from Commissioner Brown, Planner Censky advised that the Curling Club is responsible for half of the cost of the proposed \$4 million multi-purpose building and are in the process of raising the funds. If they are unsuccessful, the building size would be reduced by half; but the Curling Club is confident they will be able to meet their commitment.

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ADJOURNMENT

Council Member Chris Reimer moved to adjourn the meeting at 8:00 p.m. The motion was seconded by Commissioner Brown and carried without a negative vote, with Commissioners Schara and Kaiman excused.

Darla Drumel,
Administrative Secretary