

**CITY OF CEDARBURG
PLAN COMMISSION**

**PLN20080303-1
UNAPPROVED MINUTES**

March 3, 2008

A regular meeting of the Plan Commission of the City of Cedarburg was held on Monday, March 3, 2008 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 Gregory Myers.

Roll Call: Present - Mayor Gregory Myers, Council Member Sandra Beck, Vice Chairperson Mark Burgoyne, Brook Brown, Keith Kaiman, Joe Emmerich

Excused - Park & Forestry Chairperson James Schara

Also Present - City Attorney Kaye Vance; City Planner Jon Censky; Administrative Secretary Darla Drumel; interested citizens

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 Beck, seconded by Mayor Myers, to approve the minutes of February 4, 2008 as presented. Commissioner Brown requested that the minutes, on page 20080204-6 reflect that a barrier be installed around the entire perimeter of the retaining wall of the west entrance. The motion to approve the minutes with corrections to the motion on page 20080204-6 to read “. . . with the installation of a guard rail on top of the entire retaining wall at the west entrance . . .” carried without a negative vote, with Commissioner Schara excused.

COMMENTS AND SUGGESTIONS FROM CITIZENS

No comments or suggestions were offered at this time.

INFILL ARCHITECTURAL PLAN APPROVAL FOR SINGLE-FAMILY STRUCTURE IMMEDIATELY EAST OF N47 W7160 WINDWOOD DRIVE – LEMEL HOMES

Planner Censky explained that Jim Birch of Lemel Homes is requesting approval of architectural plans for a new infill home on the recently created vacant lot located directly west of N47 W7160 Windwood Drive adjacent to the Cedar Pointe Subdivision. He proposes to construct a 4,213 square foot home with a garage. Staff calculates the FAR at 26.4% where the Code allows a maximum of 36%, and lot coverage at 17%, which is within the 30% maximum allowed. Furthermore, the home measures 31.5 feet in height, which is under the 35-foot height maximum limit. All other dimensional requirements, such as setbacks and offsets, were in compliance as well. Also, the architectural plans are of a style consistent with the general architectural theme of the Cedar Pointe Subdivision. The building façade would be of weatherboard siding with cedar corner board trim on all four elevations and the roof covered with 30-year dimensional shingles and the proposed color scheme is for Pewter Green siding, Cedar brown exterior trim and Weather-wood

dimensional shingles. Although a landscaping plan was presented, he cautioned that it would be difficult to monitor the plantings in a single-family home development.

Planner Censky explained that the City Engineer may require a yard drain because the back yard is lower than the front yard and that the owner will be required to install a public sidewalk along the entire length of the lot frontage either in the future and assessed for the work or with their home construction now.

Planner Censky suggested contingencies for approval.

Commissioner Brown noted that several fine pine trees existed on the lot. Mr. Birch advised that the intent was to transplant as many of those trees as possible.

Mayor Myers agreed that the proposed new home fits the neighborhood in design and size.

Action:

Mayor Myers moved to approve the site, architectural, and landscaping plans as presented for a new home on the newly-created lot immediately east of N47 W7160 Windwood Drive with the following contingencies as recommended by Planner Censky:

1. Engineering Department review and approval of the grading, drainage, and erosion control plans prior to issuance of a building permit.
2. The applicant paying all necessary impact fees prior to the issuance of a building permit.

The motion as seconded by Commissioner Emmerich and carried without a negative vote, with Commissioner Schara excused.

REPLACEMENT OF CONCESSION STAND IN THE INFIELD ACROSS FROM THE GRANDSTAND AT FIREMEN'S PARK AT W65 N796 WASHINGTON AVENUE – CEDARBURG FIRE DEPARTMENT

Planner Censky advised that the Cedarburg Fire Department wished to replace the existing aged concession stand located in the infield of Fireman's Park in front of the grandstand with a new stand and open seating/eating area. The old cooler north of the existing stand would also be removed and a new one installed within the proposed building. The proposed building measures 30' x 50' with an 8' bump-out off the corner of the building for the cooler. Only the back 16 feet plus the bump-out would be fully enclosed and serve the concession function. The front 34 feet would be on slab and under roof where picnic tables will be placed for seating. Building materials proposed are steel siding with a rib steel wainscot and a brown steel roof with a decorative copula on top. The color scheme is proposed to be tan with a brown roof. Bud Post, representing the Cedarburg Fire Department, advised that the request had been approved by the Fire Department's Park Board.

Action:

A motion was made by Vice Chairperson Burgoyne, seconded by Commissioner Brown, to approve the architectural plans for the replacement of the concession stand located in the infield across from the grandstand at Firemen's Park at W65 N796 Washington Avenue. The motion carried without a negative vote, with Commissioner Schara excused.

MAYOR'S ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

Commissioner Brown moved to adjourn the meeting at 7:20 p.m. The motion was seconded by Commissioner Burgoyne and carried without a negative vote, with Commissioner Schara excused.

Darla Drumel,
Administrative Secretary