

DRAFT MINUTES: TOWN OF WILSON PLANNING COMMISSION MEETING

Town of Wilson: 5935 South Business Drive, Sheboygan, WI

Meeting Date: Monday, January 13, 2020

Meeting Time: 6:30 p.m.

CALL TO ORDER & DECLARATION OF OPEN MEETING by Chair Roger Miller, John Ehmann, Fritz Goebel, Rich Ternes, David Schleicher, Guy Jones, and Mandy Tran. Emily Stewart excused absence.

NEW BUSINESS:

1. **Approval of Draft Minutes from the December 09, 2019 meeting** – Motion by Goebel, second by Schleicher to approve the December 09, 2019 minutes, with friendly amendment by Ternes to correct clerical error in Section 3, all present voted aye, motion carried.
2. **Pre-Application meeting to review a planning addition to an existing building at 6337 S. Business Dr., Sheboygan, WI 53081, Parcel No. 59030459144** – Applicant sought review of amended planning addition to existing building at 6337 S. Business Dr., considers maintaining property under A-2 zoning, proposed to move the garage west of the building. Upon review of preliminary drawings with proposed set-backs, the current amended plan proposal is in conformance of A-2 zoning rules. Applicant inquires whether Town has building code. Miller answers that the Town does not but rather follows State building code. Applicant further inquires whether there is a value limit concern with this project, to which Miller answers that this project is conforming. Applicant inquires whether adding an extra shed to the property would be conforming Miller suggests minimum changes to the property as a conservative approach to maintaining conformance with both A-2 and R-1 zoning rules given that the Town may at any time that it deems proper to rezone the property as R-1. Ehmann suggests combining the garage with the shed to be conforming with R-1 standards.
3. **Pre-Application meeting with Yer and Ka Ying Xiong representing Little Owls Child Care Center LLC at 5934 S. Business Dr., Parcel No. 59030458970, zoned HC (Highway Commercial) as a conditional use permit for a daycare facility** – Miller recused himself on conflict of interest, Ehmann presiding as Acting Chair. Applicant presenting project proposal with current and future site plans, currently requesting permit for conditional use as a childcare facility. Current planned use will comprise day and night time care facility with hours of operation between 6 am through 12:00 am and with three classrooms divided by age groups (0-2 years; 2-3 years; 3-4 years). There will be 6 employees and estimated Two new doors will be added to two of the three classrooms with fence addition. No substantial structural changes will be made to the building for current use plans. Tran suggests requesting traffic signage from County Highway Department to indicate presence of daycare facility for road safety concerns. Tran inquires whether parking lot will have specially directed traffic flow in case of drive through drop-off. Applicant indicates that there will be no drive through drop off so special traffic directions not necessary. Parking lot will accommodate anticipated amount of traffic with room for additional parking stalls. Ehmann inquires how Applicant arrived at estimated client capacity of 48 children. Applicant answers that this is based on State regulated student-teacher ratio. Ternes indicated concern of night time light glare. Applicant answers their plan to use softer light. Ehmann identifies potential traffic safety and lighting effect on neighborhood as comprising the main concerns of this project. Ehmann summarizes process, stating that public notice will be posted for a public hearing on this project at next month's Plan Commission meeting, with likely recommendations the same day for Town Board action. Miller identifies ambiguity in setback requirement between Town Ordinance 25.01(2)(b) and Wisconsin Administrative Code Trans 233.08(3). Miller will contact County Highway Department for clarification but this issue should not be of concern for purposes of the current plans and this conditional use request. Building is currently conforming.

OLD BUSINESS:

CORRESPONDENCE

1. Approved Plan Commission Minutes – No discussion.
2. Approved Town Board Minutes – No discussion.
3. Correspondence – No discussion.

ADJOURN: Motion by Schleicher, second by Jones to adjourn the meeting at 7:10 pm, all present voted aye, motion carried.

Minutes Respectfully Submitted by Mandy Tran, Reserve Plan Commission Member