

Tuesday, May 21, 2024 (Plan Commission Meeting)

**PLAN COMMISSION MEETING
TUESDAY, MAY 21, 2024
4:30 P.M., DENMARK VILLAGE HALL
100 N WALL STREET**

CALL TO ORDER

Chairperson Selner called the meeting to order at 4:30 p.m.

ROLL CALL

Present: Tim Schroeder, Mary Jo Bielinski, Joan Roberts, Bob Sekora, Dale Schlies, Susan Selner

Other staff present: Clerk-Treasurer Sherri Konkol, Deputy Clerk Treasurer Charles Wanish, Zoning Administrator Jeffrey Sanders, Director of Public Works Erika Thronson

APPROVAL OF MINUTES FROM April 16, 2024

Schlies/Roberts moved to approve the minutes from April 16, 2024 as presented. Motion carried.

DISCUSSION/ACTION ON AN APPLICATION FOR SITE PLAN REVIEW – NON-RESIDENTIAL, FOR TAX PARCEL NUMBERS VD-75, VD-75-2, VD-141-1, AND VD-142-1, LOCATED AT 450 SOUTH WALL STREET IN THE VILLAGE OF DENMARK PROPOSING TO EXPAND AN EXISTING MANUFACTURED MOBILE HOME PARK

Caleb Morey, representing Ventnor Avenue Housing, explained to the Plan Commission his plan for expanding the Manufactured Mobile Home Park. Jim Lundberg is also here representing the Manufactured Mobile Home Park to answer questions regarding the site plan.

Sanders stated there is a challenge in the development of these parcels due to a number of Environmentally Sensitive Areas (ESA's). There is a shoreland navigable stream that is a tributary to Neshota River and requires a 25 foot setback which this development has met. Brown County has authority over the ESA's. Sanders then went over some talking points for the Plan Commission

- Will the roadways be lighted how we would like them to, can require more lighting
- All mobile homes shall be skirted unless unit is placed within one foot vertically of the stand with soil and other material completely closing such space from view and entry by rodents and vermin. Areas enclosed by such skirting shall be maintained free of rodents and fire hazards
- Everything looks good on parking requirements
- Lights need to be contained in any residential areas
- Would like to see additional ingress/egress on Wisconsin Avenue (*Morey stated he has concerns with people zipping through the corner of the entrance there, people will go faster through the park if there is a straight road to the entrance/exit. Would like to consider not putting a road in from Wisconsin Avenue. Lundberg asked what the Village's standpoint is on wanting the additional ingress/egress*). **Fire Chief David Bielinski was present at the meeting and stated he is concerned about the roads in the**

park being 25feet wide, as the fire trucks need a 46 foot turning radius, and hydrants are 500 feet apart. Bielinski feels there is not enough room with only one access road for the Fire Department and other emergency services such as police and EMS.

- From a Public Works standpoint fire and rescue are a concern
- From a Planning standpoint it is a volume (traffic entering and leaving the park) situation, the volume could be lower due to it being manufactured mobile home

Discussion

- Concerned about evacuation during inclement weather
- Cars are parked on the road in the park (there should be no vehicles parked on the road)
- People are using the road already to access Wisconsin Avenue (even though it isn't a road)

Lundberg asked if safety is the primary concern, could it be gated at Wisconsin Avenue? The Fire Department and EMS would only have access.

Sanders continued with talking points for the Plan Commission:

- Need to have bicycle racks in parking areas
- Need signage that the road is also a pedestrian/bike path (possibly put a stripe 3 feet off the edge of road for pedestrian walkway/bike path)
- Landscaping is a zoning issue, as the ordinance prohibits picket style fencing, however there is limited space for landscaping
- Would like to see the landscaping as less screening and a natural setting
- Group trees with openings to see into and out of the park instead of a wall of green
- Need ground cover
- Need an updated tree mix

Sanders stated we have a representative here from Our Savors in the audience that would like to address a concern they have with the development: Kathy Pletcher, 515 Sunset Court is here representing Pastor Andy of Our Savior's Lutheran Church, who couldn't make it. Kathy stated the church property abuts the Mobile Home Park property on the north side. (Pletcher went on to read a letter from Pastor Andy) Pastor Andy is concerned about safety, as the site plan shows a dead end in the newly developed section that would make it very convenient for vehicles to drive over the property between the church parking lot and the manufactured mobile home park road, allowing them to exit out of the church parking lot onto Wisconsin Avenue, Pastor Andy stated the plan does show landscaping at the dead end, but he feels would be ignored and would like to request a barrier of another kind like a vinyl fence that cannot be driven around.

Morey stated they will put three steel beams or bollards at the end of the dead end, as he sees how that could be a safety issue.

Sanders stated he will now go over what the plan commission needs to act on:

- Is the spacing on the lighting sufficient – it is usually 300 feet
- Should there be more lights than three – Sanders has no recommendation on this (staff will work with Lundberg on this)
- Speed limit is 10-15 MPH through the park
- Is there sufficient lighting at night for pedestrians
- Would like a detailed description of the lights – staff will have our engineers look at the plan for the lights to see if it is sufficient for pedestrians at night – staff can approve when they are satisfied with the plan

- Vehicle access – agree with Chief Bielinski there should be a second entrance, a locked gate would not work for public safety

Morey isn't concerned about safety putting a second entrance in he is more concerned about Theft, crime, riff raff, and speeding. Morey stated if you put a straight road in there with an exit there will definitely be speeding through the park.

- Could you put in speed bumps
- Sanders feels there is a design problem on the road to Wisconsin Avenue and maybe they could put a curve in the road and not make it a straight road
- Need to put a pedestrian path on the amended site plan

Public Works recommends approval of the site plan contingent upon a signed Development Agreement drafted by Village Attorney Bartels and approval of amended site plan by the Director of Public Works.

Roberts/Bielinski moved to approve the application for Site Plan Review – Non-residential, for tax parcel numbers VD-75, VD-75-2, VD-141-1, and VD-142-1, located at 450 South Wall Street in the Village of Denmark, proposing to expand an existing Manufactured Mobile Home Park contingent upon the recommendations of the plan commission to amend the site plan and have the developer/plan designer work with staff on approval of amended site plan to have an additional ingress/egress at Wisconsin Avenue (ok for staff to approve design of ingress/egress), provide a detailed description of the lights to make sure there is enough light at night for pedestrians, (Lundberg will work with staff on this), show a pedestrian path plan on amended site plan, and need an amended landscape plan being a little less manicured and mixing up the species. The Plan Commission also accepts the Public Works Directors recommendation to approve the site plan contingent upon a signed development agreement drafted by the Village Attorney and Director of Public Works approval of amended site plan to address the Technical Memorandum provided by McMahon. Motion carried.

DISCUSSION/ACTION ON AN APPLICATION FOR SITE PLAN REVIEW – NONRESIDENTIAL FOR VD-735, LOCATED AT 712 GREEN BAY ROAD IN THE VILLAGE OF DENMARK PROPOSING TO ADD TWO ADDITIONAL PRINCIPAL STRUCTURES TO AN EXISTING SELF-SERVICE STORAGE FACILITY

Sanders stated the property hosts WDNR – designated wetlands and Potential Environmentally Sensitive areas. Approximately 34% of the parcel is located within the Shoreland Zoning Area.

Dan Ullman – owner of Safe-T Storage, stated the units he is adding would mirror the existing buildings. The sixth structure which is included in the two new structures on the site plan, is a future proposed structure.

Sanders explained that the Plan Commission can approve the entire site plan, with the sixth structure, however the sixth “future” structure has a window of 365 days to be built if approved today.

Ullman shared the sixth building may have a different footprint with smaller units in the front and larger behind them. Or maybe Ullman will decide to put in 10 X 24 units in the entire building. Sanders explained if the plan is approved today, and the building is developed within the 365 day window, the Zoning Administrator can approve the changes without coming back to the Plan Commission.

Sanders stated stormwater plans, grading and erosion control are all under the Director of Public Works, Landscaping is good, except for the street yard planting. Existing bio retention areas, setback areas, easements, and existing landscaping meet all the requirements. Existing

Tuesday, May 21, 2024 (Plan Commission Meeting)

buildings have gable roofs and plain surface, new buildings should be consistent with existing buildings, no additional signage needed. Lease agreement to be amended to say none of the items in the Zoning Administrator's report shall be allowed in the storage units. Thronson stated that the stormwater management plan was prepared and constructed for the entire site in 2020 under the previous owner. At that time the Village's engineer reviewed and found the plan to be adequate to meet the requirements set forth by Wisconsin DNR. In 2020 the Village and owner of the site were to enter into an Operation & Maintenance Agreement for the stormwater facilities including the biofilter and pond, but the document was not signed nor registered with the County. Thronson recommended approval of the site plan contingent upon an updated Stormwater Management Practices Maintenance Agreement. Thronson will update the document for signatures. **Schlies/Sekora moved to approve an application for Site Plan Review – Non-residential, for VD-735 located at 712 Green Bay Road in the Village of Denmark proposing to add two additional principal structures to an existing self-service storage facility contingent on an updated Stormwater Management Practices Maintenance Agreement and, include the design will vary from the current Zoning Ordinance as the previous buildings were developed under the old Zoning Ordinance, approve the sixth building and amend the lease agreement incorporating the statements included in the Zoning Administrator's report. Motion carried.**

ADJOURN

Roberts/Bielinski moved to adjourn at 5:49 p.m. Motion carried.

Minutes submitted by Sherri Konkol, Village Clerk-Treasurer