

MINUTES FROM THE MAY 13TH, 2020 – PLANNING & ZONING COMMISSION MEETING

A Meeting of the Planning & Zoning Commission was held by **VOICE REMOTE WEB-EX** – on Wednesday, May 13th, 2020. Chairperson Reed Woodward called the meeting to order at 6:33 PM and the following members were present: Reed Woodward-CH, Sarah Brunette, Roger Brzeczowski, Robert Gajewski, Dave O’Brien, Gregg Staszak, and Howard Zernicke. Also present: Bryan Lauritzen, Joel Van Lannen, Attorney Bill Vande Castle, Eric Hansch – DeWitt LLP, Brad & Wendy Matuszak, Troy Collins – Point of Beginnings (POB), Josh Skogg, and Joanne Kurowski – **IT Tech – VOICE REMOTE WEB-EX.**

MOTION BY DAVE O’BRIEN AND SECONDED BY ROBERT GAJEWSKI to approve the 05-13-2020 agenda as presented. **MOTION CARRIED.**

MOTION BY ROBERT GAJEWSKI AND SECONDED BY HOWARD ZERNICKE to approve the 02-19-2020 Planning & Zoning Commission meeting minutes as delivered, and dispense with the reading. **MOTION CARRIED.**

Please note that the Planning & Zoning Commission Meeting that was scheduled for Wednesday – 03-18-2020 at 5:00 PM at Pulaski Village Hall – was CANCELLED/POSTPONED BECAUSE OF COVID-19 – and – ORDER PER GOVERNOR EVERS.

MOTION BY ROBERT GAJEWSKI AND SECONDED BY ROGER BRZECZKOWSKI to approve the FINDINGS OF FACT, CONCLUSIONS AND RECOMMENDATION per Attorney Vande Castle on the matter of a Conditional Use Permit for VP-582 and VP-584 at 220 S. St. Augustine St., Pulaski, WI 54162. Applicant: Roman Sinitsky, 220 S. St. Augustine St., Pulaski, WI 54162. Property Owner is Doreen Phillips. And, authorize Reed Woodward – Chairperson to sign the document. **MOTION CARRIED.**

Agenda item #7 - Review and possible Action regarding **Site Plan and Design Review**

New Single-Tenant Retail – VP-41, 605 E. Glenbrook Dr., Pulaski, WI 54162

Current Use of Property: Restaurant

Property Owner: 605 E. Glenbrook Dr. LLC

800 W. Broadway, Suite 500

Monona, WI 53713

Applicant: Eric Hansch, DeWitt Law Firm

2 E. Mifflin St., Suite 600

Madison, WI 53597

Bryan Lauritzen, Zoning Administrator read the Staff Report to the Commission including the Principles for Review – Section #51.29 – Village Ordinances. Staff Recommendation is to approve the Petition for Site Plan and Design Review for 605 E. Glenbrook Dr., VP-41, submitted by Eric Hansch, Agent for 605 E. Glenbrook, LLC, demolition of current building(s) and parking area to construct a new single-tenant retail as presented.

MOTION BY ROGER BRZECZKOWSKI AND SECONDED BY DAVE O’BRIEN to APPROVE the **Site Plan and Design Review** – New Single-Tenant Retail – VP-41, 605 E. Glenbrook Dr., Pulaski, WI 54162 -

Applicant: Eric Hansch, DeWitt Law Firm

2 E. Mifflin St., Suite 600

Madison, WI 53597

Property OWNER: 605 E. Glenbrook Dr. LLC – VP-41

800 W. Broadway, Suite 500
Monona, WI 53713

GREGG STASZAK-OPPOSED. MOTION CARRIED.

Agenda item #8 – Request – Review/Action Proposed Accessory Building Exceeding 200 sq. feet.
Request – Review/Action Proposed Total Garage Space for Lot Exceeding 1200 sq. feet. (Brad & Wendy Matuszak – Property at 203 E. Glenbrook Dr., Pulaski, WI).

Bryan Lauritzen, Zoning Administrator read the Staff Report to the Commission. Brad & Wendy Matuszak are requesting approval of a 576 sq. ft. accessory building and approval of 1248 sq. ft. total garage space. (Parcel VP-254-745) – at 203 E. Glenbrook Dr., Pulaski, WI. Current Zoning is R-2 Single Family Residential District. There is currently an attached garage and one accessory building.

Staff Review:

Planning staff reviewed the proposed building as follows:

- The owner is aware that the current accessory building must be removed to comply with #51.03(g)(8)b – which allows only one accessory building per residential lot.
- The proposed size of 576 sq. ft. requires permission from the Planning and Zoning Commission (Any accessory building exceeding 200 sq. ft.) #51.03(g)(8)c.
- The proposed size will exceed the maximum total garage area per residential lot by 48 sq. ft. totaling 1248 sq. ft. - #51.03(g)(8)e to allow for standard building practices requiring written permission from the Planning and Zoning Commission.
- The proposed placement will meet locational requirements.

Staff Recommendation is to approve the request to construct an accessory building to Brad and Wendy Matuszak, 203 E. Glenbrook Dr., of 576 sq. ft. and provide written permission for the total garage space to be increased to 1248 sq. ft. for the lot.

MOTION BY ROGER BRZECZKOWSKI AND SECONDED BY GREGG STASZAK to approve the request of a 576 sq. ft. accessory building and approval of 1248 sq. ft. total garage space for Parcel VP-254-745 at 203 E. Glenbrook Dr., Pulaski, WI – Brad & Wendy Matuszak. **MOTION CARRIED.**

Agenda item #9 – Request – Review/Action Petition for Certified Survey Map – Troy Collins – Point of Beginning, Inc. – Property at 165 E. Pulaski St., Pulaski, WI – Parcel VP-62. Property Owner – Franciscan Friars Assumption, 9230 W. Highland Park Ave., Franklin, WI 53132.

Bryan Lauritzen, Zoning Administrator read the Staff Report to the Commission. Zoning – Divided INT-1/R-5 Multi-Family Residential. Staff Recommendation is to approve the PRELIMINARY CSM for VP-62, Franciscans Friars Assumption - Owner, Troy Collins, PLS #2995 - Applicant, totaling 4.004 acres WITH THE CONDITIONS THAT THE ENTIRE SAID CSM BE BROUGHT INTO SINGLE ZONING AND APPROVAL IS GRANTED FROM BROWN COUNTY PLANNING COMMISSION.

MOTION BY ROGER BRZECZKOWSKI AND SECONDED BY DAVE O'BRIEN to recommend to the Village Board to consider to approve the Certified Survey Map (CSM) for VP-62, Franciscans Friars Assumption – Owner, Troy Collins, PLS #2995 – Applicant, totaling 4.004 acres with CONDITIONS THAT THE ENTIRE SAID CSM BE BROUGHT INTO SINGLE ZONING AND APPROVAL IS GRANTED FROM BROWN COUNTY PLANNING COMMISSION. **MOTION CARRIED.**

Agenda item #10 – Request/Action Proposed Accessory Building Exceeding 200 sq. feet. Applicant – Josh Skogg – 163 Williams St., Pulaski, WI. Property Owner – Jaime Skogg – Parcel VP-568.

Bryan Lauritzen, Zoning Administrator read the Staff Report to the Commission. Zoning is R-3 Single Family Residential District. The applicant is proposing to add an accessory building. The proposed accessory building is a prebuilt structure and was delivered to the property the week of April 26th, 2020. The applicant was unaware that the structure requires a permit. There is currently a detached garage of 352 sq. ft. on the property. The proposed size of 280 sq. ft. requires permission from the Planning and Zoning Commission – (Any accessory building exceeding 200 sq. ft) - #51.03(g)(8)c. The proposed placement does meet locational requirements. Staff Recommendation – Based on the criteria for approval and other considerations, staff recommendation is to approve the request for an accessory building of 280 sq. ft. as presented by Josh Skogg - Applicant, Jaime Skogg - Property Owner at 163 Williams St., Pulaski, WI. (VP-568).

MOTION BY ROGER BRZECZKOWSKI AND SECONDED BY ROBERT GAJEWSKI to approve the Request for an accessory building of 280 sq. ft. as presented by Josh Skogg – Applicant, Jaime Skogg – Property Owner at 163 Williams St., Pulaski, WI – Parcel VP-568 – as presented. **MOTION CARRIED.**

Such other matters: None.

Schedule the next Planning & Zoning Commission Meeting: The next meeting will be scheduled for June 2020, and the date is to be determined.

MOTION BY GREGG STASZAK AND SECONDED BY DAVE O’BRIEN to adjourn the meeting at 6:52 PM. **MOTION CARRIED.**

Minutes by: Karen Ostrowski
Village Clerk