

WARSAW PLAN COMMISSION

January 11, 2021

Present: Tom Allen, Jim Gast, Diane Quance, Jack Brunetto, James Emans (City Engineer), Jeff Grose, Scott Reust (City Attorney), Jeremy Skinner (Plan Director), Justin Taylor (Senior Planner), Kim Arnold (Recording Secretary)

Absent: Dan Stevens, Michelle Boxell, Rick Keeven

Call to Order

Allen called the meeting to order.

Mayor Thallemer administered the Oath of Office to Jim Gast.

Election of Officers- Quance made a motion to retain officers in the same positions as 2020. Gast seconded the motion. The motion passed unanimously by roll call vote.

Approval of Minutes - The December 14, 2020 meeting minutes were reviewed and presented for approval. Gast made a motion to approve the December 14, 2020 meeting minutes. Emans seconded the motion. The motion carried unanimously by roll call vote.

Oral and Written Reports

None

Unfinished Business

None

New Business

2021-01-01 – 201 N Union St. – Gateway Grove - Preliminary Plat - Allen turned the meeting to Planning Director Taylor for a brief explanation of the request. The preliminary plat for the Gateway Grove Subdivision has been submitted in a timely fashion, reviewed for its conformity to the Subdivision Control Ordinance and section 13.2 regarding Planned Unit Developments. The petitioner wishes to subdivide a 12.9-acre lot into 64 lots containing a mix of detached single-family residential units and attached zero lot line residential units. Of the proposed 64 lots, 2 will be set aside for a park and existing recreational facility and a large common area will be maintained to the west of the property.

Since the intention is to convert this development into a Planned Unit Development, it was not evaluated for its conformity to the development standards for its existing zoning. The proposed development meets the requirements for a PUD and will be subject to technical review, and common council approval prior to final approval by this commission.

13.2.2. General requirements for planned unit developments are as follows:

13.2.2.1. The tract proposed shall consist of one or more contiguous parcels of land comprising an area of four acres or more in size, unless the tract be bounded on all sides by public rights-of-way, public lands, watercourses, or less restrictive use districts, in which case it may be smaller than four acres.

13.2.2.2. The major use of the tract shall be residential, and may include single-family, two-family and multifamily dwellings and the usual accessory uses such as garages, storage space and community activities.

13.2.2.3. The tract may contain commercial and professional uses as an integral part of a residential development; but such uses shall be planned and gauged primarily for the service and convenience of residents of the planned development, and shall be authorized only to the extent that such uses are not available to the residents within a reasonable proximity.

13.2.2.4. Planned residential developments shall be designed to create environments of stable and desirable character; they must provide provisions for recreation space adequate to meet the needs of the anticipated population or as designated in the master plan.

13.2.2.5. The tract must be served directly by streets of appropriate size, function and capacity.

13.2.2.6. There shall be no minimum lot sizes, no minimum setbacks, no maximum lot coverage, no minimum lot widths and no height limitations.

13.2.2.7. All buildings shall be served by an adequate public sewer system, water supply and other utilities.

13.2.2.8. Street right-of-way and pavement widths, if approved by the plan commission, may be reduced; however, every dwelling unit and all other uses shall have access to a public street, court, walkway or other area dedicated to public use.

13.2.2.9. All parking lots, open spaces and other areas in common ownership shall be maintained properly by the developer, management or homeowners' association.

13.2.2.10. Provisions for open space, compensating for the reduced lot sizes, setbacks, etc., shall be made by the developer.

Proposed requirements for this PUD

- Front Setbacks: 10' Lots 1-25
15' Lots 26-41
8' Lots 42-62
- Rear Setback: 20' all lots
- Side Yard setbacks 5' on all single-family lots as shown
- Corner Side yard setbacks 5'-10' as shown

The following are the requirements for a R-2 District:

- 7,200 s.f. Minimum Lot Size
- Maximum Building Height 35'
- Minimum setbacks of 25' front, 20' rear, 6' side
- 50% Maximum lot coverage

The following are the requirements for a R-3 District:

- 6,000 s.f. Minimum Lot Size
- Maximum Building Height 35'
- Minimum setbacks of 25' front, 15' rear, 5' side
- 65% Maximum lot coverage

Taylor recommended the Plan Commission grant preliminary approval for the Gateway Grove Subdivision. Members discussed several questions with Taylor before opening the meeting to the public.

Allen opened the meeting to any person wishing to speak in favor or against the petition for the Public Hearing portion of the meeting. Tina and Robert Hay of 724 W. Center St. expressed concerns about the location of the sewer line and the potential of construction blocking access to their driveway. City Engineer Emans stated the development should not have an impact on any structure. He stated the final design for the development is not required at this point. The Hays' wish to make sure they will not lose access to their property. Tim Saylor, of Innovative Communities, representing Groninger Group, LLC gave a slide show presentation. John Mauk, neighbor, asked for a paper copy of the presentation. Tina Hay expressed concern about the sewer line again. No other person texted or called in to make comment. Allen closed the meeting to the public. Motion was made by Quance to approve *2021-01-01 – 201 N Union St. – Gateway Grove - Preliminary Plat.* Brunetto seconded the motion. The motion passed unanimously by roll call vote.

Recommendation for PUD Ordinance 2021-02-01- Allen turned the meeting to Planning Director Taylor for a brief explanation. The petitioner for the Gateway Grove Subdivision is seeking a favorable recommendation from the Plan Commission to establish a residential Planned Unit Development (PUD) on a 12.9-acre parcel located at 201 N Union St. The PUD is necessary to accommodate the desired density for this development. The petitioner wishes to subdivide a 12.9-acre lot into 64 lots containing a mix of detached single-family residential units and attached zero lot line residential units. Of the proposed 64 lots, 2 will be set aside for a park and existing recreational facility and a large common area will be maintained to the west of the property.

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recreation space adequate to meet the needs of the anticipated population or as designated in the master plan.

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The Plan Commission must make one of the following three recommendations to the Common Council: favorable, unfavorable, or no recommendation. Furthermore, the Plan Commission should then decide on one of the following two statements:

- 1) All development requirements are in detail terms and the PUD ordinance is eligible for final approval
- 2) All development requirements are in general terms and the PUD ordinance requires Secondary Review approval by the Common Council or Plan Commission

Taylor recommended that the Plan Commission give a favorable recommendation for the Gateway Grove Subdivision in general terms to the Common Council, where the PUD ordinance will be considered. Discussion followed. Taylor explained this process makes it easier because they won't have to go to BZA repeatedly for every lot or segment. Allen took roll call vote and the recommendation of favorable with general terms and the PUD ordinance requires secondary review approval by the Common Council or Plan Commission.

OTHER MATTERS THAT MAY COME BEFORE THE BOARD

The next regularly scheduled meeting will be February 08, 2021 at 7:00 p.m.

Adjourn-

With no further business to come before the Commission, Quance made a motion for the adjournment of the meeting. Gast seconded the motion. The motion passed unanimously by roll call vote.

Tom Allen, President

Kim Arnold, Recording Secretary