

WARSAW PLAN COMMISSION

May 10, 2021

Present: Tom Allen, Jim Gast, Diane Quance, Bob Coffelt, Dan Stevens, Michelle Boxell, Rick Keeven, James Emans (City Engineer), Jeff Grose, Jeremy Skinner (DOCD), Justin Taylor (City Planner), Kim Arnold (Recording Secretary), Whitney Shilling (Planning Department)

Absent: Scott Reust (City Attorney)

Call to Order

Allen called the meeting to order.

Mayor Thallemer administered the Oath of Office to Bob Coffelt who will take the place of Jack Brunetto, who moved outside of the City of Warsaw.

Approval of Minutes - The January 11, 2021, meeting minutes were reviewed and presented for approval. Keeven made a motion to approve the January 11, 2021, meeting minutes. Gast seconded the motion. The motion carried unanimously by roll call vote.

Oral and Written Reports

None

Unfinished Business

None

New Business

Resolution 2021-05-01 – DOCD Jeremy Skinner presented the resolution. He explained the request briefly. Skinner explained approval of Resolution 2021-05-01 will enable the Redevelopment Commission to approve an amendment to the Consolidated Economic Development Plan for the Northern Economic Development Area. Skinner explained the amendment includes Cross PVD UV Coating and Finishing Corporation located in the original Winona PVD facility becoming a taxpayer. The amendment designates them as a taxpayer as Winona PVD is no longer in business. Cross PVD UV Coating and Finishing Corporation has acquired most or all the equipment from Winona PVD and will locate in one of the buildings formerly occupied by Winona PVD to operate from. They will take over the municipal bond payments originated by Winona PVD if approved. Discussion followed. It will be presented to Common Council before going back to the Redevelopment Commission for final approval. Motion was made by Grose to send *Resolution 2021-05-01* to the Common Council for approval. Keeven seconded the motion. The motion passed unanimously by roll call vote.

2021-05-01-Gateway Grove Phase I Final-201 N Union Street- Allen turned the meeting over to Senior Planner Taylor for a brief explanation of the request. The preliminary plat for the Gateway Grove Subdivision was submitted and approved earlier this year. The final plat for Phase 1 of this subdivision has now been submitted for final approval. Phase 1 has been reviewed for its conformity to the Subdivision Control Ordinance and section 13.2 regarding Planned Unit Developments. The petitioner wishes to subdivide a 3.93-acres into 25 lots containing detached single-family residential units. Since this is 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 was subject to technical review, and common council approval prior to this request for final approval.

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 approval of 2021-05-01-Gateway Grove Phase 1 Final.

Allen opened the meeting to any person wishing to speak in favor or against the petition. Tim Saylor, of Innovative Communities and Carey Groninger, of the Groninger Group, representing Gateway Grove were present to explain the request and answer any questions. They explained some minor modifications had been added. The addition of right-of-way and an alley has been changed to a street in the final plan. Groninger stated the plan had been through the City Tech Review meeting and bonds have been posted. Discussion followed with several questions by Commission members being answered. Groninger stated they will be participating in the Parade of Homes in September with one unit. Allen closed the meeting to the public as there was no other person present to speak in favor or against the petition.

Motion was made by Quance to approve *2021-05-01-Gateway Grove Phase I Final-201 N Union Street*. Stevens seconded the motion. The motion passed unanimously by roll call vote.

2021-05-02-Williams Landing Final-004-077-088.1- Allen turned to meeting over to Senior Planner Taylor for a brief explanation of the request. The petitioner has requested final approval for a replat of lots B and C of The Williams Landing Subdivision. This replat involves the reconfiguration of lots 5 and 6 of Morgan Addition to create 3 lots with an average size of 11,907 s.f. The final plat was approved for lot A at a Plan Commission meeting late last year but because of the need to relocate a drainage easement, lots B and C could not be approved at that same meeting. The replat for Williams Landing has been submitted in a timely fashion and reviewed for its conformity to the Subdivision Control Ordinance. The proposed lots meet the development standards for a subdivision within an R-1 Zoning District.

C-2 Zoning Regulations

Minimum Lot Size: 8,750

Minimum Front Yard: 25'
Minimum Side Yard: 7'
Minimum Rear Yard: 25'
Maximum Lot Coverage 45%

Taylor recommended the approval of the request.

Allen opened the meeting to any person wishing to speak in favor or against the petition. No person was present to speak in favor or against the petition. Allen closed the meeting to the public. City Engineer Emans stated he had reviewed the final plat and the stormwater relocation that was required had been completed and inspected. Motion was made by Keeven to approve *2021-05-02-Williams Landing Final-004-077-088.1*. Emans seconded the motion. The motion passed unanimously.

OTHER MATTERS THAT MAY COME BEFORE THE BOARD

The next regularly scheduled meeting will be June 14, 2021, at 7:00 p.m.

Adjourn-

With no further business to come before the Commission, Keeven 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