

Village of Weston, Wisconsin
OFFICIAL PROCEEDINGS OF THE PLAN COMMISSION
held on Monday, May 13, 2019, at 6:00 p.m., in the Board Room, at the Municipal Center

AGENDA ITEMS.

1. Meeting called to order by Plan Commission Chair Mark Maloney

2. Roll Call of Village Plan Commission by Secretary Flory.

Roll call indicated 7 Plan Commission members present.

<u>Member</u>	<u>Present</u>
Maloney, Mark	Yes
Wally Sparks	Yes
Gau Duane	No – Note Gau did attend later in meeting.
Guerndt, Gary	Yes
Jordan, Joe	Yes
Meinel, Steve	Yes
White, Loren	Yes

Village Staff in attendance: 6

Village Trustees 2 were present. There were 11 people in the audience.

3. Opportunity for citizens to be heard.

None

4. Written communications received.

None.

5. Approval of minutes from the April 8, 2019 – Regular PC meeting.

Motion by White, second by Jordan: to approve the April 8, 2019, PC Meeting minutes.

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Maloney, Mark	Yes
Sparks, Wally	Yes
Gau, Duane	-----
Guerndt, Gary	Yes
Jordan, Joe	Yes
Meinel, Steve	Yes
White, Loren	Yes

6. Review Plan Commission Roles and Responsibilities:

Discussion on the Role of the Plan Commission (Chapter 1 of the Plan Commission Handbook, 2nd Edition, 2012

- a. Introduction to the Plan Commission Rules of Procedure.**
- b. Introduction to the Plan Commission Code of Conduct.**

Higgins spoke about the Plan Commission Rules of Procedure and Plan Commission Code of Conduct. Maloney suggested we take a month to look at them, White agreed that it's a lot of information to look over, Jordan agreed as well. Higgins said she will put on the June Meeting to give time for members to look at the information.

White moved to defer action until the June meeting in order to give Commission members enough time to review these documents. Second by Sparks

Yes Vote: 6 No Votes: 0 Abstain: 0 Not Voting: 1 Result: PASS

<u>Member</u>	<u>Voting</u>
Maloney, Mark	Yes
Sparks, Wally	Yes
Gau, Duane	-----
Guerndt, Gary	Yes
Jordan, Joe	Yes
Meinel, Steve	Yes
White, Loren	Yes

7. Review of 2019-2020 projects/tasks for Plan Commission

Duane Gau walked in during the introduction of item number 7, acknowledged by Maloney.

Higgins spoke of an outline of projects that will be coming up. If any commission members would like more information on upcoming projects contact her otherwise, we will discuss at future meetings.

REVIEW OF APPLICATIONS FOR CONDITIONAL USE PERMITS/SPECIAL EXCEPTIONS

**8. Public Hearing-Conditional Use Permit request to allow for a proposed car wash at 1611 Schofield Ave in a WHP-A (Wellhead Protection -Zone A) Overlay District.
Project 20191300**

a. Open Public Hearing.

Maloney opened the PC public hearing at 6:06 p.m.

b. Presentation by Applicant.

Marv Anderson PDM Construction
162856 Foxwood Court Wausau WI

Marv Anderson looking for support in building the Tommy Wash located at the old Southside Tire building. Entries will be off Normandy and Schofield Avenue. This carwash

is completely sealed and eco friendly reusing the water. Maloney asked if it is a conveyor system and if you are in the car the whole time? Anderson answered Yes.

c. Public Hearing/Public Comment Period

Maloney asked if there are any public comments or commission members comments.

Guerndt asked what the hours of operation are? Anderson answered 7am- 9pm.

White asked about the pass card system, no need for cash, and memberships?

Anderson said Yes, the company Tommy Wash is out of Michigan. They know how to deal with cold weather. Sparks questioned about the chemicals being used and how they are going to be contained? Anderson answered: The actual wash water used will be collected in a reclamation system, with sealed tanks outside. The chemicals are water based. All the chemicals and soaps will go through the reclaim system. Chemicals will be stored inside a storage room that will be sealed with a curbing system to contain any accidental spills inside that room and would not go into the sanitary water storm system.

Maloney questioned: If that room would be able hold a full tank if spilled? Anderson said Yes, we are still sizing that out, the largest drum is 80 gallons. We would want to 2 or 3 times that amount.

Sparks asked: If the tanks will be above ground or below ground?

Anderson said: The tanks will be below ground. Maloney asked: How often would there be chemical deliveries? Anderson answered: 1-2 times a week.

White questioned: Being in Wisconsin there will be a lot of junk coming off the cars going through the wash especially in winter, how are you disposing of the solid waste?

Anderson answered: We will contract with a company to clean out tanks like a septic system. Wehner feels we should have a 3rd party look at the protection of the well head area. White is concerned about contamination of water system, because there are two wells very close to the proposed area. Its very expensive to clean up contaminated water. Anderson said that American Engineering did the research about contamination.

Donner says: Staff has not looked at all the information yet as much of it was received just prior to tonight's meeting. Donner agrees that a 3rd party should look at the possible deterioration of tanks. Donner feels like we don't have enough information yet. Donner is confused on how the water gets recycled with the chemicals. It wasn't specified in the materials we have received to date.

Jordan asked: Why they used concrete instead plastic for the tank themselves?

Anderson answered: That's what was spec'd out for concrete tanks, like a septic tank.

Donner questioned the waste water chemical composition in the tank, and will it pose any issues? Maloney asked: If this Tommy Wash is being built any different than any of the other 50 Tommy Wash's? Anderson said: Identical to all the others already built.

Meinel asked: If this is permitted in a well head area? Higgins responded "Yes" but only through the conditional use permit process.

Guerndt did a car wash for Sam's Club in Rib Mountain. They have concrete tanks. The chemicals are diluted and should not pose an issue with the deterioration. The material should not be taken out of the tank by a septic pumper because you can't take to the wastewater treatment plant or place on a field. It would need to be a Riverview vac truck and taken to the Marathon County landfill because it will be a solid.

Anderson said: We would be pumping every 2 or 4 weeks. This proposed containment system is above and beyond the other Tommy Wash's in the state. Guerndt asked: How will you access the containment for chemical storage? Anderson said: It's an open concept,

there will be 55 gallon or 80-gallon drums. None of the chemicals are acid based or petroleum based.

Gau asked about the vacuum stations being winterized and will they have a reclaim system? Anderson answered: No, they will not be winterized, and they have a reclaim system.

Anderson said there will be a machine to clean your floormats in 30 seconds.

The whole car wash will take 1 minute 40 seconds.

Sparks questioned: Hydrochloric acid etching the concrete tanks, how do you know what a safe measure is with the wastewater. Donner said we could sample other Tommy Wash stations. Maloney said we could sample other municipalities. Guerndt suggested an epoxy coating for chemical tanks and take a dip and see what the dilution rate.

Rollie Lokre, 4152 Creciente Drive Santa Barbara, CA, spoke. He is the owner of this Tommy Wash. He approached the Commission and told members we can get that information for you, we are excited about this project and staff has been great to work with.

d. Close Public Hearing.

Maloney closed the PC public hearing at 6:35 p.m.

e. Discussion by PC.

Gau likes the project but is concerned about the well head protection. Agrees with Donner with the need for a 3rd party consultant and is concerned about the etching of concrete. Gau thinks we should have a maintenance agreement with owner.

White mentioned Bloedel and Alta Verde wells are the closest to this project and draw from the same aquafer. He is concerned about possible contamination. White does think this will be a nice addition to the community.

Maloney asked: How long will this construction project take?

Anderson answered: 5-6 months. Time is of the essence.

f. Recommendation from Staff

Higgins says you can add conditions that your comfortable with to approve this conditional use permit tonight or we can defer it a couple of weeks and have a special meeting after we have obtained the answers to some of the questions that arose this evening. She noted, staff is still working through the site plan with the applicant, so it is not ready for building permit issuance.

g. Action by PC.

Maloney says we should meet in the middle, Lokre feels the same way.

Motion by White, second by Gau: to defer the Conditional Use Permit for the proposed car wash at 1611 Schofield Ave in WHP-A Overlay District subject to the conditions as listed in the Conditional Use Determination Report until next meeting 6/10/19 or 7/8/2019.

Higgins asked if they would be averse to a special meeting?

None of the commission members are opposed to a special meeting. Higgins noted the June meeting might put them behind with the 5-6-month timeline. Maloney questioned: Can we put special conditions tonight? Wehner stated: If there is a spill, how much is it going to cost for clean up? What type of financial guarantee do we want? We don't have a contingency plan. We are not knowledgeable enough in this type of development to answer some of the questions right now without outside assistance. AECOM and the car wash reps should be able to answer these questions. Meinel asked: Do you carry environmental insurance to Lokre?

Lokre answered No, there has not been a need to at his other properties. Maloney asked how much this project is going to cost? Lokre answered \$5 million. A normal car wash is 1/2 that amount.

Sparks questioned staff: Can you get something from AECOM, or Tommy Wash and get these answers so we can put special conditions, are you comfortable with that and get this approved tonight? We don't want to hold up this project. Donner is not comfortable with putting conditions on tonight.

Yes Vote: 2 No Votes: 5 Abstain: 0 Not Voting: 0 Result: FAIL
Fail

<u>Member</u>	<u>Voting</u>
Maloney, Mark	No
Sparks, Wally	No
Gau, Duane	Yes
Guerndt, Gary	No
Jordan, Joe	No
Meinel, Steve	No
White, Loren	Yes

Sparks would like to do a special meeting. Higgins will set up a Doodle poll later this week or early next week after we find out when we can receive the information from AECOM and Tommy Car Wash that is needed. We can do a meeting sometime later next week based on the other meeting schedules. Maloney and Sparks feel that it isn't fair to make this project get a financial guarantee when we don't make other gas stations have a guarantee.

Water contamination is a concern. Sparks wants Staff get the homework done.

Motion by Meinel, second by Sparks to defer until we can call a special meeting.

Yes Vote: 7 No Votes: 0 Abstain: 0 Not Voting: 0 Result: PASS

<u>Member</u>	<u>Voting</u>
Maloney, Mark	Yes
Sparks, Wally	Yes
Gau, Duane	Yes
Guerndt, Gary	Yes
Jordan, Joe	Yes
Meinel, Steve	Yes
White, Loren	Yes

REFERRALS FROM THE GOVERNING BODY

9. Site Plan Approval for Wausau Metro Strong March 22, 2017 Shooting Memorial at Kennedy Park, 6002 Alderson Street.

Higgins states the request to put the memorial in Kennedy Park has been approved through the Board of Trustees and Park & Rec Committee contingent on site plan approval by the Plan Commission.

Cassandra Ambrosius 133 Bertha St, Wausau, Jeff Hardel 1800 Dessert, Wausau, Tom Radenz, REI approached the Plan Commission.

Maloney questioned the new location in the Park. He stated he likes this location better than the draft brought to the Board. Higgins stated the site location needed to be moved because the original location did not meet the setback requirements of the zoning code or the shoreland setback requirements from the navigable stream that runs through the park in that area.

Ambrosius stated her group raised all the money from the two "Run to Remember" events that have been held to date.

White said the location is 150 ft away from the original spot. Maloney was concerned about vandalism.

Ambrosius has set some money aside in case of vandalism. It was stated that the monument is sitting on a footing, and weighs 2000 lbs so it would be hard to move or push over.

Motion by White, second by Sparks: to approve the Wausau Metro Strong March 22, 2017 Shooting Memorial at Kennedy Park, 6002 Alderson Street.

Yes Vote:	No Votes: 0	Abstain: 0	Not Voting: 0	Result: PASS
<u>Member</u>	<u>Voting</u>			
Maloney, Mark	Yes			
Sparks, Wally	Yes			
Gau, Duane	Yes			
Guerndt, Gary	Yes			
Jordan, Joe	Yes			
Meinel, Steve	Yes			
White, Loren	Yes			

NEW BUSINESS

10. Authorize Staff to work with Northcentral Wisconsin Regional Planning Commission on the Village's Housing Study, including the Housing Affordability Report required by Wisconsin Act 243.

Higgins stated money has been set aside in the 2019 Budget to do a housing study. Staff feels a study is necessary as one has never been done and it will help us get a handle on our housing needs and what is really "affordable housing". Act 243 came into effect and now we have some housing related data collection requirements that needs to be completed and submitted to the State annually by January 1st of each year.

Dennis Lawrence from Regional Planning has put together a proposal to help communities meet the Housing Affordability Report requirement. Higgins feels his proposal will help us get the information we were looking for in the housing study and also help us meet the state reporting requirement. She noted, the requirement is only for communities with a population of 10,000+. Therefore, the City of Wausau and the Village of Weston are the only communities in Marathon County that need to meet this requirement.

White asked how often this report needs to be done. Higgins said: This will be an annual report. The information will come from annual building permits issued and certified surveys and subdivision plats created annually.

Motion by White, second by Guerndt: to approve Staff to work with Northcentral Regional Planning Commission on Village’s Housing Study, including the Housing Affordability Report required by Wisconsin Act 243

Yes Vote: 7	No Votes: 0	Abstain: 0	Not Voting: 0	Result: PASS
<u>Member</u>	<u>Voting</u>			
Maloney, Mark	Yes			
Sparks, Wally	Yes			
Gau, Duane	Yes			
Guerndt, Gary	Yes			
Jordan, Joe	Yes			
Meinel, Steve	Yes			
White, Loren	Yes			

11. Discussion and action on revised landscape plan for previously approved project (CSIT-7-14-1463) for Applied Laser at 8404 Venture Circle.

Wehner stated he and Maguire are following up with projects that were previously approved by Plan Commission and the Department was never notified of their completions so they could be closed out. This particular project was approved in 2014. The old code said landscaping was just needed by the parking lot. New code has a point system. They are proposing a new building here in the future because business is growing. The owner does not want to go through with the original site plan. In the last three years he has picked up 50 employees. He is requesting the landscaping be reduced as he is adding a new parking lot and also has plans for the new building on the parcel.

Motion by Sparks, second by Jordan: to approve revised landscape plan for previously approved project (CSIT-7-14-1463) for Applied Laser at 8404 Venture Circle.

Yes Vote:7	No Votes: 0	Abstain: 0	Not Voting: 0	Result: PASS
<u>Member</u>	<u>Voting</u>			
Maloney, Mark	Yes			
Sparks, Wally	Yes			
Gau, Duane	Yes			
Guerndt, Gary	Yes			
Jordan, Joe	Yes			
Meinel, Steve	Yes			
White, Loren	Yes			

STAFF REPORTS

12. Acknowledge Report re: Staff-approved CSM’s, Site Plans, Sign Permits, Commercial Zoning Permits, and Certificates of Occupancy.

Motion by Sparks, second by Meinel: to acknowledge the Reports - Staff-approved CSM’s, Site Plans, Sign Permits, Commercial Zoning Permits, and Certificate of Occupancies.

Yes Vote:7	No Votes: 0	Abstain: 0	Not Voting: 0	Result: PASS
<u>Member</u>	<u>Voting</u>			
Maloney, Mark	Yes			
Sparks, Wally	Yes			
Gau, Duane	Yes			
Guerndt, Gary	Yes			
Jordan, Joe	Yes			
Meinel, Steve	Yes			
White, Loren	Yes			

13. Acknowledge Report re: April 2019 Building Permits.

Motion by Sparks, second by Guerndt: to acknowledge the Reports – April 2019 Building Permits.

Yes Vote: 7	No Votes: 0	Abstain: 0	Not Voting: 0	Result: PASS
<u>Member</u>	<u>Voting</u>			
Maloney, Mark	Yes			
Sparks, Wally	Yes			
Gau, Duane	Yes			
Guerndt, Gary	Yes			
Jordan, Joe	Yes			
Meinel, Steve	Yes			
White, Loren	Yes			

MISCELLANEOUS

14. Next meeting date(s):

- a. Monday, June 10 @ 6pm
- b. Monday, July 8 @ 6pm
- c. Monday, August 12 @ 6pm
- d. Monday, September 9 @ 6pm
- e. Monday, October 14 @ 6pm
- f. Monday, November 11 @ 6pm
- h. Monday, December 9 @ 6pm

15. Topics for future meetings.

Doodle poll will be sent out for a special meeting to finish the discussion on the Tommy Car Wash conditional use permit.

16. Remarks from Commission Members.

Gau stated he is happy to serve again on the Commission.

17. Announcements.

None.

18. Adjournment of Village Plan Commission.

Motion by Gau, Second by Jordan to adjourn at 7:08p.m.

Mark Maloney, Plan Commission Chair & Wally Sparks Village President
Jennifer Higgins, Director of Planning & Development
Sarah Flory, Recording Secretary