



WINFIELD PLAN COMMISSION

MEETING MINUTES

SEPTEMBER 8, 2022 @ 6:00PM

Pledge of Allegiance was recited.

The Winfield Plan Commission held a meeting on Thursday, September 8, 2022, at the Winfield Town Hall at 6:00 pm. Those present: Tim Clayton, Mark Nelson, Joe Gacsy, Jim Hajek and Gerald Stiener. Also present: Town Engineer Mike Duffy, Town Engineer Shaun Finney and Town Administrator Nick Bellar. Not present: Dave Anderson and Attorney Ryan Deutmeyer, Austgen Kuiper Jasaitis P.C.

MINUTES TO BE APPROVED:

Tim Clayton entertained a motion to accept the Minutes to be approved. Joe Gacsy made a motion to accept the minutes from August 11, 2022. Jim Hajek seconded the motion. All were in favor. The motion carried 5-0.

OLD BUSINESS:

None

NEW BUSINESS:

1. Docket PC 2022-10 – Commercial Development Plan – Regional Federal Credit Union

Matthew Hensel, Architect for The Redmond Company – W288N745 Westmound Drive, Waukesha, Wisconsin 53186, distributed plans for the Regional Federal Credit Union project at 10909 Randolph Street. He also included his waiver application for the exterior of the building. The proposed exterior building materials include the use of new stone and brick, as well as faux wood siding. This siding constitutes a larger percentage of the material area than the Winfield Zoning Code allows, but they feel it is more practical and will have a more cohesive look with the rest of their design. Landscape screening and a new window will be added to lessen the visibility of the nonconforming masonry on the south and east sides. They will also be removing a large canopy on the west side of the building and adding a new drive-up canopy. The corner tower and dormers are new structures to break up the façade and add more visual interest.

On the inside of the building, they will renovate the first floor with minimal work on the bottom floor at this time. The whole parking lot will be reconfigured with new curb and gutter, and new landscaping. They will also be relocating the exterior HVAC equipment to the east side of the building and fencing it so it is not visible from the street and will be screening any electrical transformers and trash enclosures.

Nick Bellar commended Redmond for their work. He said they need to keep the sidewalk near the utility pole at 8 feet, so they may need to curve the sidewalk around the pole. He also suggested they swap out their choice of a prairie fire crabapple with a non-fruit bearing variety.



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Mike Duffy said they reduced the amount of impervious area and added storm collection infrastructure and a small pond. He asked that they document the size of the pipe and material type. They also incorporated in their plans the connection to O'Reilly's and Mike had advised them to get together with the owner of O'Reilly's to coordinate the cross-access activity. They had provided a traffic study which showed they won't be open during the peak traffic rush on Randolph.

Jim Hajek asked what type of signage they would be using, and Mr. Hensel said it would be a monument sign on the northwest corner, but they are not submitting for a sign at this time. Joe Gascy asked if there were any plans to remodel the basement and Mr. Hensel said not at this time, just mechanical work such as adding some furnaces but no structural work. There is also no intention of doing anything above the first floor or in the dormers.

Nick explained that they have been advised that the Town may continue the landscape island scheme down Randolph Street so potentially the south entrance could become a right in, right out at that time. Gerald Stiener asked if that should be something they should do at this time. Mike Duffy explained he doesn't foresee the landscape island blocking the north entrance but suggested Regional getting together with O'Reilly's to incorporate both of their entrances together, instead of having dual right in, right out entrances. Mike explained that they will also need to adjust the height of the fire hydrant in the gravel area. Gerald Stiener expressed his concerns about traffic issues on Randolph and cross access to existing buildings. He's mostly concerned about the second entrance on Randolph and asked about eliminating the southernmost entrance since it's highly likely that it will be blocked by a median strip. Matt Hensel said if they eliminated the south entrance, it would make it more difficult for their drive-through traffic.

Scott Winger, the Redmond Company, commented that he talked to O'Reilly's and if the south entrance was eliminated, then traffic would have to wrap around O'Reilly's to exit. Mike Duffy again suggested combining the right in, right out entrance with O'Reilly's, to the south. An agreement would need to be made between both businesses that it was just north of the property line with a "pork chop" to prevent left turns out of the parking lot.

Mark Nelson asked if the "tower" would have a clock or something on it and Matt said there would be signage on two sides, but they are not looking for sign approval at this time.

Gerald Stiener asked what the timetable is for the project, and Matt replied they would like to start interior remodeling in winter, and the exterior next spring. Can they work together with O'Reilly and Nick Bellar to discuss the option of combining a driveway. Scott also suggested another option to redirect traffic to a new road off their property to the east. The most important thing is to keep the north entrance as full access. Mike said they have mentioned to



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O'Reilly's developer about the possibility of a road to their east where there is a retention basin now and creating a regional basin for the entire commercial development.

Mark Nelson asked what is their prime time of traffic, and Matt said 4-6 pm. Gerald Stiener said a cross-access road would make sense with an easement stub on the corner with the understanding that we will put in a median strip and there could be no complaints or lawsuit that we hurt Regional's business. Scott said they share the same goal and the back exit make more sense. Mike Duffy commented that the whole plaza could integrate into this scenario, which would be better for the area. Nick asked who would be responsible to pay for the road and it would be whoever the developer of the next piece would be.

Mike Duffy clarified that the Town is allowing Regional to put the full access entrance on the south with the understanding that at some point there will be a median strip put in and it won't be full access and Regional cannot challenge us as part of their approval. The reason we are not requiring Regional to eliminate a drive is because this is an existing use with two existing accesses already. Mike Duffy added that through the parking lots there will be a 24-foot cross access easements platted, so no one can deny access to different roads. Scott said they won't contest access restriction to the south lot as long as the roadway is put in on the east end. Mike Duffy said if one happens before the other, if not ideal, they still would have access to the road, but he wants final check off.

Nick Bellar said the meeting with O'Reilly's is no longer needed as long as the following conditions are met. 1) 24' wide cross access easement stub on southeast corner platted for future south access road; 2) 24' wide cross access easement on north and west drive; 3) no opposition to median landscape strip; 4) sidewalk maintains an 8-foot width on Randolph frontage; 5) finalize the tree selection with Nick prior to final submittal; and 6) final engineering sign off.

Gerald Stiener made a motion to Approve Docket PC 2022-10 Commercial Development Plan – Regional Federal Credit Union subject to the comments Nick Bellar described, all staff comments, all engineering comments and accepting of the waiver. Mark Nelson seconded the motion. All were in favor. Motion carried 5-0.

1. Discussion Item: Code Updates

Nick Bellar stated that he and Mike Duffy had been reviewing the code and provided a packet. He had an update on the Zoning District Use table. Our code currently requires anyone that wants to open a restaurant with a bar in a C-3 zoning district (highest intensity use) to go through the BZA to get a Special Exception in order to open a business. This has deterred some from going through the process and opening restaurants. Nick's suggestion is to remove that requirement in C-3 and make it a permitted use, but establish that requirement in C-2 areas. After much discussion, the Commission decided that it would be best to remove the Special



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Exception requirement from C-3, and to leave C-2 as-is, as a not permitted use. The BZA makes recommendations to Town Council on special exceptions and use variances.

Another item in the code deals with Nursing Homes in commercial zoning districts. They are 501-(C)3 not for profit, and not contributing to the tax base, but taking up valuable acreage in our commercial zoning districts. A majority of existing commercial acreage is also in TIF districts, so the Town coffers are potentially getting hit a second time. Gerald Stierer asked for clarification regarding Nursing Homes as special exceptions C-1, C-2, C-3, R-3 and R-4 and asked if we could require payment in lieu of taxes. Nick is concerned about losing TIF revenue due to non-profits pushing their 501-(C)3 status. Gerald said this issue was brought to Attorney Austgen who said it's a case-by-case basis, but to draft the development agreements with them to have them pay taxes whether they are a not for profit or not. Gerald said the Clerk Treasurer has a formula based off our current tax rate so that every year they get a bill. Nick's concern is about preservation of our commercial area. More discussions will need to take place with legal about our options.

Mike Duffy said another issue in the code is "flag lots", where people have a large piece of property, but they are doing waiver exceptions to develop narrow frontage lots. He doesn't think this is good planning practice, it cuts up the frontages and walls off some the developable land behind the residences, starts making driveways very close to each other. He would like to explore putting stronger language into the code. He would like to put limitations on what the frontage had to be, and tighter restrictions. We need to clean up the language in the code. Nick asked if the Plan Commission wanted them to pursue these revisions. Mike Duffy also asked if they could reference another resource, such as the names of all roads in town, speed limits and stop sign location, rather than listing them individually in the code, so that it doesn't have to continually be revised. Mike would also like the Plan Commission to consider changing speed limit requirements, especially by the new school. Tim Clayton recommended they also work with Marshall Ball on the speed limit areas.

With no further business before the Commission Gerald Stierer made a motion to adjourn the meeting, which was seconded by Joe Gacsy. All were in favor. Motion carried 5-0

ADJOURNMENT: 7:26 PM

Attest:

Plan Commission Secretary

Plan Commission President

Transcriber: Monika Valente