

**PLANNING COMMISSION / ECONOMIC DEVELOPMENT COMMITTEE  
MINUTES FROM MARCH 21, 2022**

**CALL TO ORDER – NOTING OF ROLL BY CLERK**

The meeting was called to at 6:00 pm by Chair Tebon. Roll call: Evensen, Quamme, Riesop, G Frutiger, C Frutiger and Tebon present. Also present: See sign-in sheet.

**CONSENT AGENDA**

Motion by Tebon and seconded by Evensen to approve the March 21, 2022 agenda as posted. All ayes, motion carried

**A. APPROVAL OF MINUTES FROM JANUARY 14, 2022**

Motion by Tebon and seconded by Quamme to approve the minutes from January, 14, 2022 as amended. All ayes, motion carried.

**PUBLIC APPEARANCES/COMMENTS - Public's opportunity to speak - none**

**A. PUBLIC HEARINGS**

**1. PUBLIC HEARING ON A CONDITIONAL USE PERMIT REQUEST FROM JOHN AND JOSH WARD/WARD 1 AUTOMOTIVE TO OPERATE AN AUTOMOTIVE REPAIR FACILITY AT 102 N INDUSTRIAL PARK ROAD IN THE M-1 ZONING DISTRICT**

Tebon opened the public hearing at 6:01pm and asked if anyone wished to speak on the request. No one spoke and the hearing was closed at 6:01pm.

**NEW BUSINESS**

**A. REVIEW & ACTION**

**1. DISCUSS/CONSIDER APPROVAL OF A CONDITIONAL USE PERMIT REQUEST FROM JOHN AND JOSH WARD/WARD 1 AUTOMOTIVE TO OPERATE AN AUTOMOTIVE REPAIR FACILITY AT 102 N INDUSTRIAL PARK ROAD IN THE M-1 ZONING DISTRICT**

Tebon asked John Ward if he liked to give some background information. Ward stated in this line of business seventeen (17) years ago in Sun Prairie, in 2003 he went to work at Lazar Bus Company until it became Rite Way and then went to work at Grams Auto in Cottage Grove. McCredie questioned the hours of operation and Ward stated that they would not open until after June 1<sup>st</sup> and the hours would probably be 7am to 6pm. The commission was also concerned with vehicles being parked on the road and Ward informed them that this would not happen. Motion by Tebon and seconded by G Frutiger to approve and recommend to the Village Board issuing a conditional use permit to John and Josh Ward/Ward Automotive to operate an Automotive repair facility in the M-1 zoning district at 102 N Industrial Park Rd. All ayes, motion carried.

**2. DISCUSS/CONSIDER/REVIEW RESOLUTION DISCONTINUING PUBLIC ALLEY BETWEEN LIBERTY STREET AND WEST DEERFIELD STREET**

The members reviewed the resolution created by Attorney Smith discontinuing the public alley between Liberty and W Deerfield Streets and discussed Attorney Smith signing off on the title work and a Quick Claim being done.

Motion by Tebon and seconded by Evensen to approve and recommend to the Village Board the resolution discontinuing the public alley between Liberty Street and West Deerfield Street as prepared by Attorney Smith. All ayes, motion carried.

**3. DISCUSS/CONSIDER REVIEW LANDSCAPING PLANS AND EXTERIOR ELEVATIONS FOR NEW VILLAGE HALL**

Tebon informed the members that the landscaping plan falls within the limits of the new Village Hall plan and if the project costs come in higher than anticipated this can be one of the areas revisited. The original project plan called for a retaining wall to be built, west of the employee parking lot, but due to its construction and maintenance cost it has been removed. The Village is working with the Fire Department to get authorization to taper the grade from their lot easterly.

**STAFF REPORTS/COMMUNICATION**

McCredie informed the members that per Autumn Wood's development agreement they're required to commence construction of phase I which they have meet. They have also taken another building permit out for the construction on the second unit.

The dog day care facility will not receive an occupancy permit until the road off of Hwy 73 has been completed.

**ADJOURN**

Motion by Tebon and seconded by Frutiger to adjourn at 6:10pm. All ayes, motion carried.

/S/ Elizabeth McCredie  
Village Administrator/Clerk-Treasurer

**These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.**

Approved