

**PLANNING AND ZONING COMMISSION MEETING  
MINUTES  
JULY 25, 2011**

The regular meeting of the Planning and Zoning commission of the Village of Brooklyn was called to order in the lower level of the Brooklyn Community Building at 6:34pm by Chairperson Nadine Walsten.

Commissioners present were Dale Arndt, Mark Bruner, Nissin Rodriguez, John McNaughton and Dorothy Frandy. Also present was Deputy Clerk Kim Brewer, Rob Roth from General Engineering, and Paul Douglas.

**Public Hearing** called to order at 6:34pm regarding the Conditional Use Request by Brooklyn Properties, LLC, Rafael Curutchet, to operate his lawn care/snow removal business at 100 Railroad St in General Business District, per Chapter 48-11(3)(d) Uses Not Specified in Code. One written comment was received via mail in the Clerk's office from Jeff and Deb Amundson residing at 108 Railroad St. Deputy Clerk Brewer read their statement in support of Mr. Curutchet's Conditional Use request. No other public or written comments were offered.

**Motion:** Bruner/Arndt to close Public Hearing at 6:37pm. Motion carried unanimously.

Regular meeting of the Planning and Zoning Commission was called to order at 6:37pm.

**Minutes:** Motion Arndt/Frandy to approve the minutes from 6/27/11. Motion carried with Bruner abstaining.

**Discussion on Public Hearing:** Bruner questioned why a CUP is required in the General Business District as it really limits businesses coming in. Walsten says that it is because this is not listed as a permitted use in this section. Bruner says we should re-visit this when modifying our zoning ordinance and make it less restrictive as our goal is to promote businesses in Brooklyn. Walsten asked the Commission if there were any concerns. Curutchet was asked about outside storage on the property and he assured the Commission that there would be none. Bruner had concerns about on street parking of Mr. Curutchet's trucks/equipment. The only time this would really happen is during the process of moving other vehicles. The Commission was also in agreement that the property should be maintained in a neat and orderly fashion. Walsten went over the six standards of Conditional Use and the Commission felt unanimously by voice vote that all standards were met. **Motion: Bruner/Arndt** to recommend to Village Board the approval of a Conditional Use permit for Brooklyn Properties (Rafael Curutchet) with the following conditions: property must be maintained in a neat and orderly fashion, on-street parking shall be limited to dawn until dusk, no outside storage shall be permitted, and the CUP will be reviewed in one year. Motion carried unanimously.

**Business Loss:** Walsten pointed out that Gloria Dorn, owner of Village View styles in Brooklyn, has decided to move her business to Oregon at the end of August. This is yet another business loss for Brooklyn and reinforces our need to have additional, suitable business spaces available, including a Business Park, in the Village to prevent losing businesses to surrounding communities.

**ETJ Land Division Application:** Motion: Frandy/Rodriguez to approve the ETJ Land Division application transferring remnant parcel south of Holt Road to adjoining land owner and rectifying gap – location being the 18,100 block of Holt Road and owner Bank of Monticello. Motion carried unanimously.

**Inventory of Non-conforming structures and parcels:** No action was taken on this item as the Commission felt that this would be too costly and time consuming at this time. The Village will continue to address the non-conforming properties and/or structures on a case by case basis, as is current practice.

**Update on citizen complaints regarding residential radio antenna:** Walsten stated that she has received more complaints in regards to the radio antenna tower that was installed at 215 N Kerch St., especially the esthetic impact on neighboring property and risk to children climbing the tower. Questions arose regarding whether neighbors were notified. Brewer pointed out that since no Conditional Use permit was requested due to Martinson complying with the ordinance, neighbors were not notified. A Public Hearing was held for input for the ordinance revision but that is for the public in general. The antenna ordinance was revised in October of 2010 but the conditions for construction/operation were limited because federal regulations are supportive of HAM radio operation. Martinson followed the requirements in our ordinance, applied for a building permit, and followed the construction requirements. Questions were raised as to whether there should be a fence placed around the tower for safety. The commission recalls speaking to Mr. Martinson about this but the ordinance does not specifically require a fence because this was felt to be a civil liability matter. The Commission reviewed recent pictures and felt the tower can be considered an attractive nuisance and potential danger can be addressed through that ordinance. It was suggested that a letter be sent to Mr. Martinson asking him to put up a fence around the tower for safety reasons and give him a timeline for doing so. The Commission will look into this further and bring it back to the next meeting.

**Update on discussion with Bill Rizzo, Community and Economic Development Specialist, UW-Extension, Dane County re: Community survey and Economic Development Survey:** Two surveys were handed out in packets for the Commission's review; one from Cambria and one from Pardeeville. Walsten asked the Commission which one they favored. Pardeeville's survey seemed to be more comprehensive whereas Cambria's was simpler, and would probably be more likely to be filled out and returned. Walsten will work with Mark Dregner, assistant engineer at General Engineering, to reflect the Commission's changes and customize it to Brooklyn's needs. The final draft will be reviewed and approved by Walsten and Rob Roth. The EDC Committee will review Thursday night, 7/28, and hopefully the survey can be sent 8/1 and put on website along with the EDC survey. **Motion: Arndt/Bruner** to approve using Cambria's survey with the appropriate changes. Motion carried unanimously.

**Finalize Vision/Mission statement for Comprehensive Plan revision:** This was postponed as the Commission needs to gather more thoughts on this.

**Continuation of Comprehensive Plan revision discussion led by Rob Roth of General Engineering:** The Public Participation Plan needs to be updated to reflect the inclusion of the community survey. **Motion: Frandy/McNaughton** to recommend to the Village Board approval of the updated version of the Public Participation plan to the Comprehensive Plan. Motion carried unanimously. Timeline was reviewed and it was decided to have the next P/Z meeting on Tuesday, August 30<sup>th</sup>.

**Discuss recodification of Ch. 31-Mobil Homes, Ch. 50-Annexed Territory and Comprehensive Plan**

**Ordinance:** The Commission briefly discussed Chapter 31 – Mobil Homes but no action was taken. This will be brought back to next meeting.

**Chapter 48 Zoning Ordinance revisions:** Commission did not have time to discuss. This will be on next agenda.

**Motion:** Bruner/Frandy to adjourn at 9:03pm. Motion carried unanimously.