

Village of Brooklyn

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PLANNING AND ZONING COMMISSION MEETING MINUTES

July 22, 2013

The regular meeting of the Planning and Zoning commission of the Village of Brooklyn was called to order in the Brooklyn Village Hall at 6:38pm by Chairperson Nadine Walsten. Commissioners present were Dorothy Frandy, Nissin Rodriguez, Dale Arndt and Tom Schmidt. John McNaughton had an excused absence. Also present was Deputy Clerk Kim Brewer, Todd Platt from DGI Development Corp., and Jim Lundgren from Point of Beginning, Inc.

Motion to approve **minutes from 6/24/13** by Frandy/Rodriguez. Motion carried.

Monthly Building inspection report was reviewed.

Dollar General Site Plan Review/Approval & CSM Approval: Todd Platt from DGI Development Corp., and Jim Lundgren, from Point of Beginning, Inc, were in attendance to discuss the site plan, etc for the proposed Dollar General Store to be located on the corner of Douglas Drive and Hwy MM. Mr. Platt gave a brief overview of Dollar General including history, number of stores, profitability and success, jobs that will be created, an increase in tax base, and why they chose Brooklyn as its site. Mr. Platt is the developer/owner and the building will actually be leased by Dollar General. It is estimated that the store will employ approximately 8-10 people and the building value will be estimated at about \$750,000-\$1,000,000. Question was asked, what would happen if the business failed and “went under”? Platt explained that they would try to find a new tenant for the building and since the building has a general layout, it would be accommodating to a lot of potential businesses. The hours of operation will be 7am-10pm, 7 days a week, with one delivery of goods per week. The parking lot/unloading zone will be sufficient for a delivery truck. Jim Lundgren, engineer from Point of Beginning Inc., went over some of the specifics of the building and layout. This particular building design is Dollar General’s most expensive to build due to the fact that it will be on a corner lot and therefore will have two façade signs as well as more masonry and corner entrance. There was question as to whether it was actually going to be a corner entrance since the proposed drawings showed possibly an entrance on each side. This will be verified and brought back to the next meeting but it was thought that it will be an angled corner entrance door. Walsten wanted to point out that visibility will be a major concern due to the high traffic counts on MM, so careful consideration should be taken when placing landscaping near the vision triangle. Rob Roth of General Engineering was able to view the proposed site plan and other documents, and although he was unable to attend the Plan Commission meeting in person, he forwarded an email with his comments/suggestions which were discussed in detail and questions raised answered by Mr. Platt or Engineer Lundberg. **Motion: Frandy/Arndt** to approve and recommend to the Village Board, the site plan and all related documents of the proposed Dollar General with the following recommendations from Rob Roth: The CSM must be recorded at County before Village Board approval and building permit can be issued. Although our sign code states that a free standing sign cannot exceed 18 feet in height, Dollar General’s 21 foot sign will actually be 4 feet below street grade level therefore resulting in actually only a 17 foot high sign. DNR regulations need to be met before the

stormwater/erosion control permit can be granted. Jim Lundgren will speak with Rob Roth and Public Works Director to work out the Stormwater Management plan details. An exterior lighting plan needs to be presented and approved. Motion carried unanimously. **Motion: Frandy/Schmidt** to recommend that the Village Board approve the Certified Survey Map for lots 24 & 25 of Brooklyn Commons to be combined into one parcel. Motion carried.

Review Application for Site Plan Review: A new packet had been created for “Application for Site Plan Review” and had been approved at the last Village Board meeting in order to expedite the process for Dollar General. The Commission reviewed what was approved and Walsten pointed out that an extra line had been added under “applicability of ordinance” asking “is this project for commercial development?”.

Discuss and consider the “Preparing for Conceptual Meeting Process” form: This form was created to provide guidelines for potential developers as to what they need to do to prepare for a concept meeting. It is to provide guidelines for what to do before officially submitting a formal proposal. **Motion: Frandy/Rodriguez** to approve and recommend to the Village Board. Motion carried.

Discuss and consider Certified Survey Map for Brooklyn Business Complex: **Motion: Frandy/Rodriguez** to postpone this item until we have a buyer and are ready to divide up the lots. Motion carried.

Motion to adjourn: Schmidt/Arndt at 8:28pm. Motion carried.