

Town of Burke  
Plan Commission Minutes  
January 13, 2010  
5:30 p.m.

Members Present: Mike Vraniak, Chairperson; RJ Hess; Christie Legler; Joan Stoflet; Marv Urban and George Walsh.

Others Present: Chris Hughes, Town Attorney and Brenda Ayers, Clerk/Treasurer. See attached list for other interested parties in attendance.

1. Call to order.

The meeting was called to order at 5:30 p.m. by Chairperson Vraniak.

2. A Public Hearing will be held to consider a request from Welton Properties, LLC to replat East Metro Business Park located off North American Lane and East Metro Drive in the Town.

No one spoke for or against the proposed replat. Vraniak closed the Public Hearing.

3. A Recommendation to Amend Section 10-2-35(a) of the Town of Burke Land Division and Subdivision Code. Hughes explained that the ordinance amendment changes the language in the Land Division and Subdivision Code to conform with the present State Statute. Under the current version of the code, which is based on an older edition of the Statutes, existing plats must be vacated through Circuit Court prior to filing of the replat. Under the proposed amendment, existing plats will need to be vacated only if the proposed replat alters previous public dedications. Hughes explained that this amendment is being considered simultaneously with the East Metro replat to avoid going through Circuit Court.

Motion: Walsh/Hess to adopt the "RECOMMENDATION OF TOWN OF BURKE PLAN COMMISSION A Recommendation to Amend Section 10-2-35(a) of the Town of Burke Land Division and Subdivision Code" as presented. Motion carried.

4. Discuss /possible action concerning a preliminary plat submittal from Welton Properties, LLC for a replat of lots 1-15 of East Metro Business Park and a rezone request from M2 and B2 to B2 and M2 to follow lot lines, located off North American Lane and East Metro Drive in the Town. Michelle Burse indicated that no changes have been made to the submitted replat at this time. However, she anticipates there will be changes to the lot configurations after the meeting to be scheduled with WisDOT to discuss the Highway 51 corridor. The Village of DeForest has also recommended changes to the plat. Hughes explained that the Plan Commission will be making a recommendation to the Town Board on the preliminary plat and if they recommend approval it should be conditional on the items identified at the December 23, 2009, meeting and the Town Board adoption of the amendment to the Land Division and Subdivision Code. Hughes further explained that the Plan Commission will also have input on the final plat.

Motion: Hess/Stoflet to recommend that the Town of Burke Board approve the preliminary plat from Welton Properties, LLC for a replat of East Metro Business Park with the following conditions: 1) Provide the Town with a copy of the response to Greg Frahm's (Planner, Village of DeForest) staff report dated December 17, 2009; 2) Consider vacating a portion of North American Lane (consult with the Town's Engineer); 3) Amend documents in note 3 on the preliminary plat to reflect the new lot numbers, etc and provide a copy of the revised documents to the Town; 4) Clearly note on the Plat that outlot 1 cannot be developed for something other than stormwater improvements unless it has sufficient frontage; 5) The stormwater easement needs to be identified on the plat; 6) Solve lot 6 access issues; 7) Note the partition fence on the face of the plat per Sec. 10-2-61 of the Town Land Division and Subdivision Code; 8) Access restriction legend- there are two types of hash marks on the plat and only one in the legend; 9) Revise Joint Easement Agreements so that they cannot be amended without Town approval and 10) The Town Board votes to approve the amendment to Section 10-2-35(a) of the Land Division and Subdivision Code; 11) changes approved by the outside agencies are made to the final plat prior to it coming back to the Plan Commission for review. Motion carried.

5. Update on the DeForest ETZ. Hess reported that the January meeting was canceled.

6. Update on the plans for Token Creek Park.

Walsh reported that he has reviewed the County Park Commission agendas and minutes for the last three months and there has not been any action on the Token Creek Park Plan.

7. Approval of minutes from December 23, 2009.

Motion Hess/Legler to approve as presented. Motion carried.

8. Adjourn.

MOTION: Urban /Hess to adjourn. Meeting adjourned at 5:56 p.m. Motion carried.

Brenda Ayers  
Clerk/Treasurer  
Town of Burke  
01/20/2010