CITY OF MILTON

a community since 1838

AGENDA
City of Milton
Plan Commission
Tuesday, September 6, 2016
5:00 pm
MILTON CITY HALL
Council Chambers, 710 S. Janesville Street

1. **Call to Order**

2. **Approval of Agenda**

3. **Approval of Plan Commission Minutes – August 2, 2016.**

   Documents:

   08-02-2016 Plan Commission Minutes.pdf

4. **Public Hearing, Discussion and Possible Action on Ordinance 2016-424: An Ordinance Amending Section 78-1966 of the Code of Ordinances of the City of Milton Concerning Political Message Signs.**

   Documents:

   Memo - Ordinance 2016-424 - Political Signs.pdf
   Ordinance 2016-424 - Amending Sec 78-1966 Political Message Signs 7-15-16.pdf

5. **Public Hearing, Discussion, and Possible Action on Ordinance 2016-425: An Ordinance Creating Section 78-316(14) of the Code of Ordinances of the City of Milton Establishing Standards for Single-Family Dwellings.**

   Documents:

   Ordinance 2016-425 - Amending Sec 78-316(14) Standards for Single Family Dwellings 7-13-16.pdf
   Memo - Ordinance 2016-425 - Single Family Dwelling Standards.pdf

6. **Public Hearing, Discussion and Possible Action on the Rezoning of Land Located at 1115 E. High Street to M2-PUD.**

7. **General Items**

8. **Next Meeting Date – October 4, 2016 at 5:00 p.m.**

9. **Motion to Adjourn**

**Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's office at 868-6900, 710 S. Janesville Street, Milton, WI 53563.

Posted by Elena Hilby September 2, 2016 at Dave's Ace Hardware, Piggly Wiggly, Milton City Hall.

**Notice is hereby given that a majority of the Common Council may be present at this meeting at the above mentioned date and time to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the City Council pursuant to State ex rel. Badke v. Greendale Village Bd., 173 Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the City Council will not take any formal action at this meeting.

City of Milton
Plan Commission Minutes

8/2/2016 - Minutes

1. **Call to Order**

   Mayor Welch called the August 2, 2016 meeting of the Plan Commission to order at approximately 5:00 PM. Clerk Hilby confirmed the appropriate meeting notices were posted.

   Present: Mayor Anissa Welch, Director of Public Works Howard Robinson, Ald. Jeremy Zajac, Comm. Ethel Himmel, Comm. Bob Seales, and Comm. David Ostrowski.

   Absent: Comm. Frank Green.

   Also Present: City Clerk/Deputy Treasurer Elena Hilby.

2. **Approval of Agenda**
   Comm. Himmel moved to approve the agenda. Comm. Ostrowski seconded, and the motion carried.

3. **Approval of Plan Commission Minutes – July 5, 2016.**
   Comm. Ostrowski moved to approve the minutes. Ald. Zajac seconded, and the motion carried.

4. **Discussion and Possible Action Regarding Street Signage Near the Expanded Parking Lot at Schilberg Park.**

5. **Discussion and Possible Action on the Potential Acquisition of Land Adjoining King Park as Part of the Rock County Tax Foreclosure Process.**

   Administrator Hulick reviewed this item.

   Resident Lynda Clark of 1015 Brown Dr. spoke in support of this item.

   DPW Director Robinson moved to find this potential acquistion consistent with established City plans and forward it on to the City Council with a favorable recommendation based on it being a natural area with relatively low maintenance needs. Comm. Himmel seconded, and the motion carried with Comm. Seales in opposition.

6. **Discussion and Possible Action on an Amendment to the Current Site Plan for The Meat Market 329 S. John Paul Road.**
   Ald. Zajac moved to approve the site plan for The Meat Market with the contingency that landscape plants be added equivalent to 75 points. DPW Director Robinson seconded, and the motin carried unanimously.

7. **Discussion and Possible Action on a Site Plan for an Expansion at Charter NEX Films located at 1264 E. High Street.**
   DPW Robinson reviewed the item. Comm. Himmel moved to approve the site plan for an expansion at Charter NEX Films. Comm. Ostrowski seconded, and the motion carried unanimously.

8. **Discussion and Possible Action Regarding a CSM along Putman Parkway.**
   Administrator Hulick reviewed this item. Comm. Himmel moved to approve the CSM along Putnam Parkway. Comm. Ostrowski seconded, and the motion carried unanimously.

9. **General Items**

10. **Next Meeting Date – September 6, 2016 at 5:00 p.m.**

11. **Motion to Adjourn**
    DPW Robinson moved to adjourn the Plan Commission meeting at approximately 5:32 p.m. Ald. Zajac seconded, and the motion carried.

Respectfully submitted,
Elena Hilby
City Clerk

CITY OF MILTON

a community since 1838

Office of the City Administrator

To: Mayor Welch, Common Council Members
From: Al Hulick, City Administrator
Date: August 16, 2016
Subject: Discussion and Possible Action on an Ordinance Amending Section 78-1966 of the Code of Ordinances of the City of Milton Concerning Political Message Signs.

Summary

During the most recent election, while researching an issue, it was brought to the Administration's attention that a provision within the Milton Code of Ordinances pertaining to the displaying of political message signs was in conflict with established State Statutes Section 12.04.

Therefore, Ordinance 2016-424 was drafted to amend the City of Milton Ordinances to gain conformity with State Statues and no longer restrict the placement of such signs to only 30 days prior to an election.

Sec. 78-1966. Political Message Signs.

A political message sign is a temporary sign containing a message intended for a political purpose or a message which pertains to an issue of public policy of possible concern to the electorate, but does not include a message intended solely for any commercial purpose. Political message signs are permitted so long as they are in conformity with the requirements of Section 12.04, Wis. Stats., including all amendments thereto. Political message signs may remain in place during an election campaign period, as that term is defined in Section 12.04 (1) (a), Wis. Stats.

ORDINANCE # 2016-424
AN ORDINANCE AMENDING SECTION 78-1966 OF THE CODE OF ORDINANCES OF THE CITY OF MILTON CONCERNING POLITICAL MESSAGE SIGNS

WHEREAS, the Plan Commission of the City of Milton having held a duly noticed public hearing on the proposed amendment of Section 78-1966 of the Code of Ordinances of the City of Milton concerning political message signs; and

WHEREAS, following said public hearing, the plan commission having voted to recommend to the common council approval of the amendment of Section 78-1966 of the Code of Ordinances of the City of Milton; and

WHEREAS, the Common Council of City of Milton having determined that it is appropriate to amend Section 78-1966 of the Code of Ordinances of the City of Milton to bring it into conformity with the requirements of Section 12.04, Wis. Stats., which provides for the regulation of political message signs, while still exercising control over the placement of said signs.

NOW, THEREFORE, the Common Council of the City of Milton do ordain as follows:

Section I: Section 78-1966 of the Code of Ordinances of the City of Milton is amended to read as follows:

Sec. 78-1966. Political Message Signs.

A political message sign is a temporary sign containing a message intended for a political purpose or a message which pertains to an issue of public policy of possible concern to the electorate, but does not include a message intended solely for any commercial purpose. Political message signs are permitted so long as they are in conformity with the requirements of Section 12.04, Wis. Stats., including all amendments thereto. Political message signs may remain in place during an election campaign period, as that term is defined in Section 12.04 (1) (a), Wis. Stats.

Section II. This Ordinance shall take effect and be in force from and after its passage and publication.

Approved by the Common Council of the City of Milton this _____ day of _____, 2016.

By:

_____
Anissa Welch, Mayor

Attest:

_____
Elena Hilby, City Clerk

1st Reading:
2nd Reading:
3rd Reading:
Date Adopted:

Effect of Ordinance: Establishes Regulations for Political Message Signs

ORDINANCE # 2016-425
AN ORDINANCE CREATING SECTION 78-316(14)
OF THE CODE OF ORDINANCES OF THE CITY OF MILTON
ESTABLISHING STANDARDS FOR SINGLE-FAMILY DWELLINGS

WHEREAS, the Plan Commission of the City of Milton having held a duly noticed public hearing on the proposed creation of Section 78-316 (14) of the Code of Ordinances of the City of Milton to Establish Standards for Single-Family Dwellings; and

WHEREAS, following said public hearing, the plan commission having voted to recommend to the common council the creation of Section 78-316 (14) of the Code of Ordinances of the City of Milton; and

WHEREAS, the Common Council of the City of Milton having considered the recommendation of the plan commission and having determined that it is appropriate to establish standards for single-family dwellings beyond those provided in the Uniform Dwelling Code adopted by the City of Milton in Section 10-82 of the Code of Ordinances of the City of Milton, to promote and safeguard the aesthetics of neighborhoods in which single-family homes are located in order to preserve the value of those neighborhoods;

NOW, THEREFORE, the Common Council of the City of Milton do ordain as follows:

Section I: Section 78-316 (14) of the Code of Ordinances of the City of Milton is created to read as follows:

(14) **Standards for Single-family Dwellings**. Single-family dwellings, except those in designated mobile home parks, must satisfy all of the following criteria:

- **a.** Installed on an enclosed permanent foundation;
- **b.** Minimum floor area excluding the garage, decks, porches, and basement: 800 square feet of heated living space;
- **c.** Minimum width of short side of dwelling: 24 feet
- **d.** Minimum core area of heated living space: 24 feet by 24 feet;
- **e.** Pitched roof required with a minimum slope of 3 inches in height for each foot of width;
- **f.** Permitted roof surfacing materials (including accessory garages and carports); wood shakes, asphalt, fiberglass, composition or wood shingles, clay, concrete or metal tiles, slate, rubber membrane, built-up gravel materials;
- **g.** Exterior siding shall extend to the top of the foundation. If the top of the foundation is below grade, the siding shall extend to the ground; and
- **h.** Permitted exterior siding materials including accessory garages and carports); wood, masonry, concrete stucco, Masonite, vinyl, metal lap.

The zoning board of appeals, as provided in Article II, Division 5, may waive one or more of the above minimum standards, except the standard in subsection a., upon a finding that the proposed architectural style provides compensating design features and the dwelling will be compatible with other dwellings in the neighborhood.

Section II. This Ordinance shall take effect and be in force from and after its passage and publication.

Approved by the Common Council of the City of Milton this _____ day of _____, 2016.

By:

_____
Anissa Welch, Mayor

Attest:

_____
Elena Hilby, City Clerk

1st Reading:
2nd Reading:
3rd Reading:
Date Adopted:

Effect of Ordinance: Establishes Standards for Single-Family Dwellings

CITY OF MILTON

a community since 1838

Office of the City Administrator

To: Mayor Welch, Milton Plan Commission
From: Al Hulick, City Administrator
Date: September 6, 2016
Subject: Public Hearing, Discussion, and Possible Action on Ordinance #2016-425 Creating Section 78-316(14) of the Code of Ordinances of the City of Milton Establishing Standards for Single-Family Dwellings.

Summary

As construction methods change, and building materials evolve over time, the City of Milton is considering creating a standard for single-family dwellings. These standards will strive to provide a level of quality and protect the value and aesthetic integrity of its housing stock. The proposed standards would only apply to single-family dwellings and would not be enforceable upon any existing single-family home. However, all new single-family home building plans would be subject to these new standards.

Analysis

The current, minimum "standards" for single-family dwellings are relegated primarily to building size and setbacks. Therefore, there is little to no consideration to aesthetics and/or construction materials. The proposed minimum standards would include the following:

a. Installed on an enclosed permanent foundation;
b. Minimum floor area excluding the garage, decks, porches, and basement: 800 square feet of heated living space;
c. Minimum width of short side of dwelling: 24 feet
d. Minimum core area of heated living space: 24 feet by 24 feet;
e. Pitched roof required with a minimum slope of 3 inches in height for each foot of width;
f. Permitted roof surfacing materials (including accessory garages and carports); wood shakes, asphalt, fiberglass, composition or wood shingles, clay, concrete or metal tiles, slate, rubber membrane, built-up gravel materials;
g. Exterior siding shall extend to the top of the foundation. If the top of the foundation is below grade, the siding shall extend to the ground; and
h. Permitted exterior siding materials including accessory garages and carports); wood, masonry, concrete stucco, Masonite, vinyl, metal lap.

These standards were developed with consultation from the City's legal counsel, area building officials and zoning ordinances, and the State Department of Safety and Professional Services.

CITY OF MILTON

a community since 1838

Recommendation

The City Administration recommends the Plan Commission forward the proposed Ordinance establishing standards to single-family dwellings to the City Council with a favorable recommendation.