



AGENDA
City of Milton
Plan Commission
Tuesday, September 3, 2019
4:00 pm
MILTON CITY HALL
Council Chambers, 710 S. Janesville Street

1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of Plan Commission Meeting Minutes - August 20, 2019**

Documents:

[Plan Commission Minutes 08-20-19.pdf](#)

4. **Discussion and Possible Action Regarding at Site Plan for Bank of Milton**

Documents:

[Memo - Bank of Milton Site Plan.pdf](#)
[Bank of Milton Site Plan.PDF](#)

5. **General Items**
6. **Next Meeting ~ September 17, 2019**
7. **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 Leanne Schroeder August 30, 2019 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
August 20, 2019**

Call to Order

Mayor Anissa Welch called the August 20, 2019 meeting of the Plan Commission to order at 4 p.m.

Present: Mayor Anissa Welch, Ald. Larry Laehn, Director of Public Works Howard Robinson, Frank Green, Bob Seales, and Dave Ostrowski.

Also Present: City Administrator Al Hulick and Administrative Services Director Inga Cushman.

Approval of Agenda

Comm. Ostrowski motioned to approve the agenda. Director Robinson seconded, and the motion carried.

Approval of Plan Commission Meeting Minutes - August 6, 2019

Comm. Ostrowski motioned to approve the minutes. Director Robinson seconded, and the motion carried.

Discussion and Possible Action on Resolution 2019-19 Regarding a Request by the School District of Milton to Amend the Comprehensive Plan

Comm. Ostrowski motioned to approve Resolution 2019-19. Comm. Ald. Laehn seconded, and the motion carried.

Discussion and Possible Action Regarding at 2-Lot CSM Along Janesville Street

Director Robinson motioned to recommend approval to the Common Council of the 2-Lot CSM along Janesville Street contingent upon execution of the Simultaneous Exchange Agreement between the Milton School District and City of Milton. Comm. Ostrowski seconded, and the motion carried.

Next Meeting ~ September 3, 2019

The next meeting of the Plan Commission will take place on September 3, 2019 at 4 p.m.

General Items

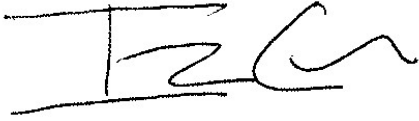
Administrator Hulick provided an overview of items that will appear on future agendas.

Comm. Ostrowski asked for an update about the tennis facility. Administrator Hulick provided an update.

Motion to Adjourn

Comm. Director Robinson motioned to adjourn the August 20, 2019 meeting of the Plan Commission at 4:13 p.m. Comm. Ostrowski seconded, and the motion carried.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'I. Cushman', written over a horizontal line.

Inga Cushman
Administrative Services Director



Department of Public Works

To: Mayor Welch, Milton Plan Commission
From: Howard Robinson, Director of Public Works
Date: September 3, 2019
Subject: Discussion and Possible Action Regarding at Site Plan for Bank of Milton

Summary

The Bank of Milton, located at 323 Parkview Drive, has submitted a site plan for review. The site plan shows an alteration to their existing parking lot on the south end of their property that adds 10 stalls.

Analysis

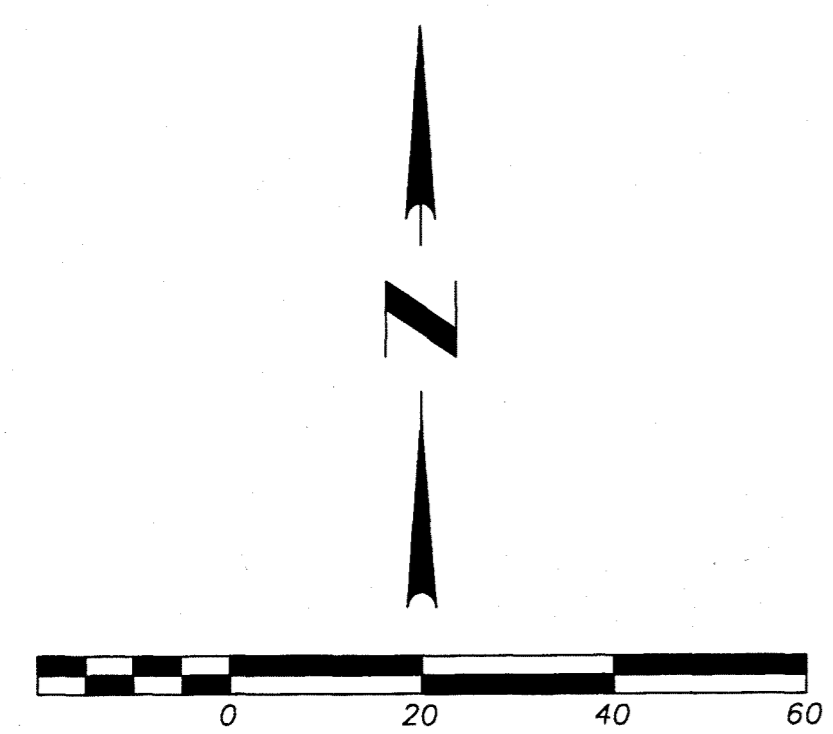
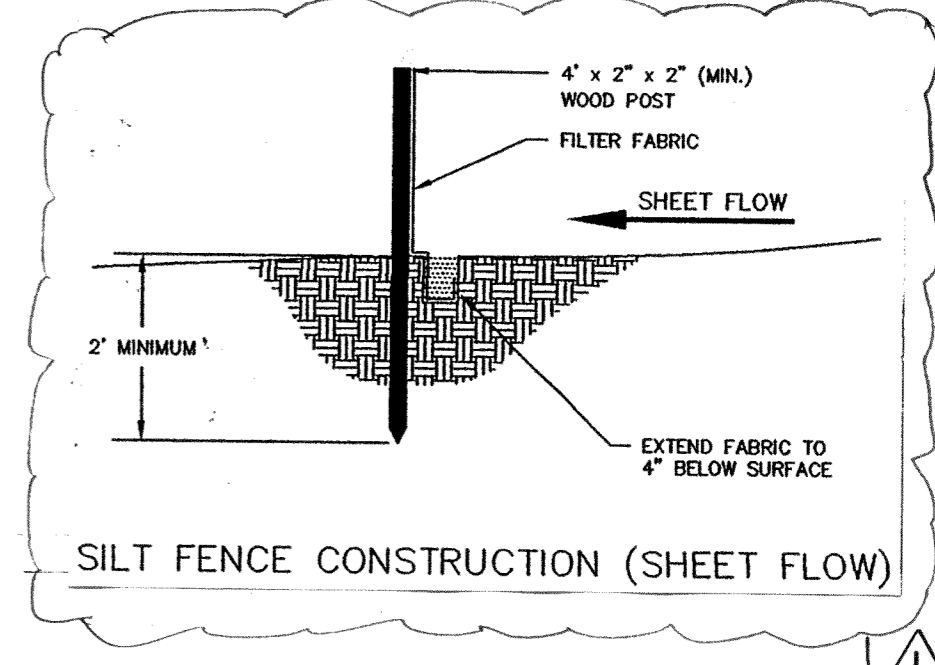
The property is zoned B-3 Central Business District. The proposed alterations to the existing parking lot meet ordinance requirements regarding size and dimensions. No additional green space will be required for this alteration. However, screening is required between the parking lot and the adjoining lot. The site plan indicates there will be a row of evergreens planted for screening.

The storm water drainage will be reviewed by the City Engineer. Lighting is required to illuminate the area with a strength of 0.4 foot candles.

Recommendation

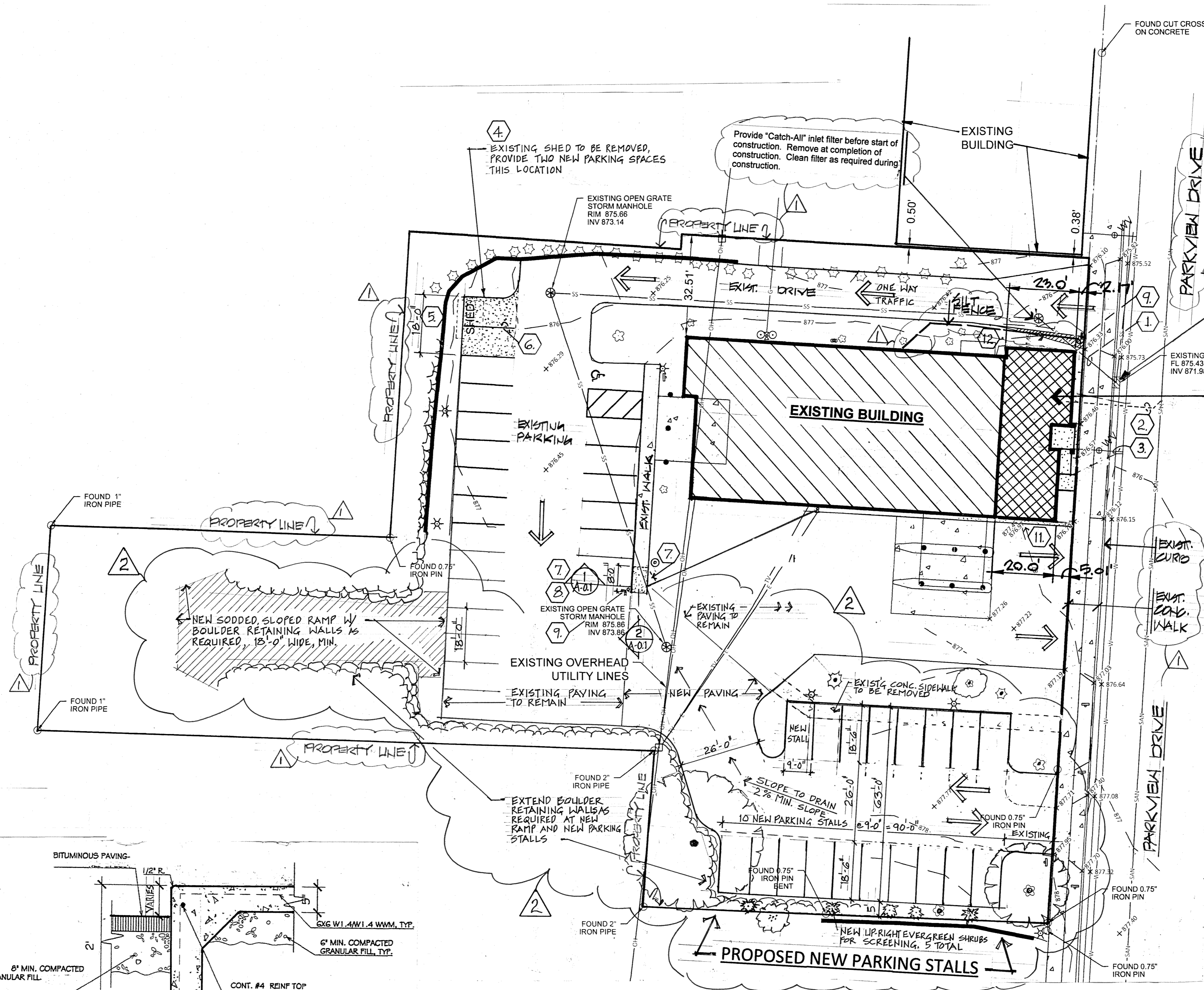
City Staff recommends approval of the site plan with the following contingencies:

1. Parking lot illumination at 0.4 foot candles
2. Screening be completed after construction
3. Storm water drainage be reviewed by the City Engineer



LEGEND

- BUILDING COLUMN
- ⊗ CATCH BASIN
- ▨ CURB INLET
- ⊙ WV WATER VALVE
- ⊙ BENCHMARK
- ⊙ EXISTING SIGN
- ⊙ EXISTING LIGHT POLE
- ⊙ EXISTING POWER POLE
- ⊙ DECIDUOUS TREE
- ⊙ CONIFEROUS TREE
- ⊙ BUSH
- ⊙ SHRUB
- RETAINING WALL
- PROPERTY LINE
- ROOF OVERHANG OR RIDGE
- CONTOUR LINE
- x 876.35 SPOT ELEVATION
- ▭ EXISTING CONCRETE
- E ELECTRIC LINE
- TV CABLE TELEVISION LINE
- SS STORM SEWER
- G UNDERGROUND GAS
- W WATER LINE
- OH OVERHEAD UTILITY LINE
- SAN SANITARY LINE



PROPOSED ADDITION
1,128 sq. ft.

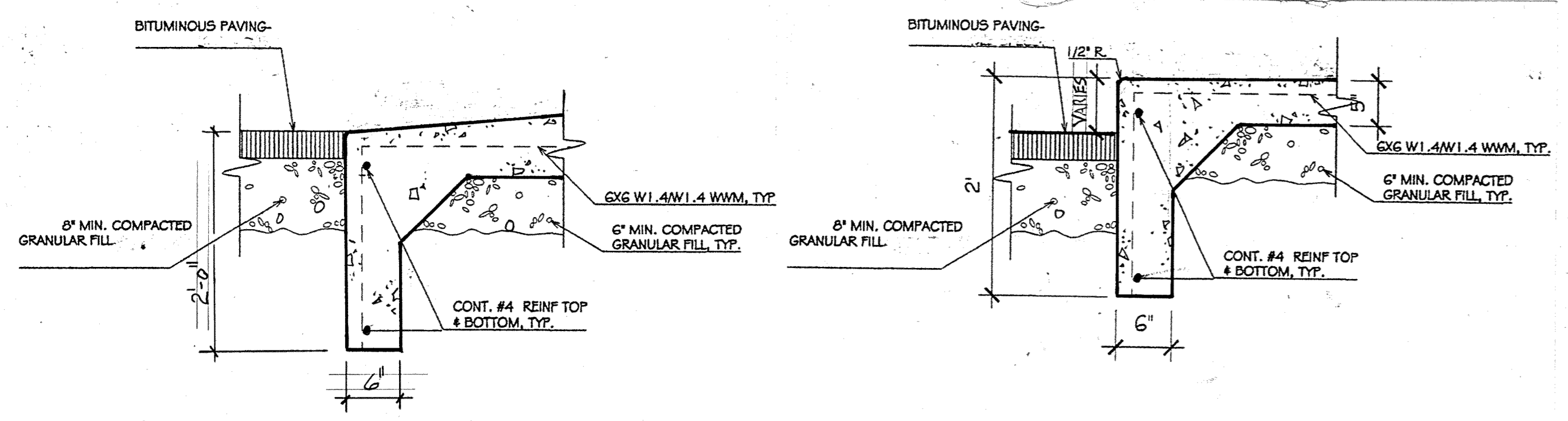
SITE PLAN KEY NOTES

The following Key Notes valid for the Site Plan only.

1. Existing storm sewer. Verify actual location before building excavation and provide protective measures as required. Note: if actual location conflicts with the new building foundation alternative reinforcement of the foundation may be required. See Foundation Plan and Alternate #1.
2. Existing sanitary sewer. Verify actual location before building excavation and provide protective measures as required. Sanitary line must continue to function during construction.
3. Existing water supply line. Verify actual location before building excavation and provide protective measures as required. Water supply must continue to function during construction.
4. Provide complete demolition and removal of existing wood framed shed and legal disposal.
5. In area indicated provide 2 new parking spaces, each 9'0" wide and length to match the existing adjacent spaces. Provide 2" minimum thickness asphalt paving over 8" minimum compacted granular fill base.
6. Stripe new parking spaces to match existing color and width.
7. Remove an approximate 8'0" long section of existing concrete walk (to nearest control or expansion joint) including adjacent triangular section east of main walk. Saw-cut concrete as required.
8. Provide new concrete ramp, approximately 8'0" long, broom finish. North end of ramp to match height of remaining existing walk. South end of ramp to match height of existing asphalt paving. Saw-cut asphalt paving as required to accommodate new walk.
9. 6" diameter, 7'0" long steel pipe bollards, concrete filled. Embed end of pipe board below grade 4'0" in concrete fill, 3'0" exposed above grade. Paint bollards.
10. Protect existing public concrete sidewalk. Remove and replace portions of sidewalk as required to complete building construction. Coordinate this work with the City of Milton and conform to their specifications for public sidewalk construction and safety barricades and any temporary signage that may be required. Replace any portions of the public sidewalk damaged during construction.
11. Remove existing asphalt driveway as required to allow for new construction. Patch asphalt as required including reestablish compacted granular base.
12. Neatly saw-cut and remove portion of existing asphalt driveway as indicated on this Site Plan and on Demolition Plan. Replace removed asphalt with landscape crushed red granite to match adjacent ground covering.

General Notes:

- A. Coordinate any work affecting driveways, parking, drive-thru functions and public sidewalk with Owner and Architect including extent of the work, when the work for each item will start and the expected duration of the work for each area. Drive-thru operations, parking and general customer/public access must be maintained during construction.

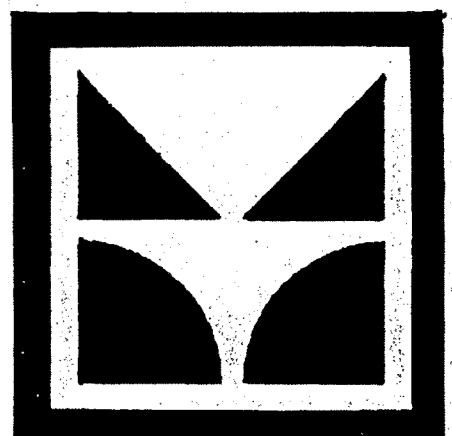


2 ACCESSIBLE RAMP
SCALE: 1" = 1'-0"

1 CONC. CURB/ SIDEWALK
SCALE: 1" = 1'-0"

SITE PLAN

1" = 20'-0"



BRINK, KOLBERG & ASSOCIATES, LLC
ARCHITECTURE
SINCE 1972
MADISON, WISCONSIN 53705
907 WESTERN ROAD
PHONE: 608-233-5318
DATE: APRIL 19, 2019
PROJECT NUMBER: 18-02
REVISIONS: 1
G.A. 2019
B-27-2019 NEW PARKING STALLS

ADDITION AND REMODELING FOR:
BANK OF MILTON
323 PARKVIEW DRIVE
MILTON, WISCONSIN

PROJ. NO. 18-02

A-0.2