



Department of Public Works

To: Mayor Welch, Milton Plan Commission
From: Howard Robinson, Director of Public Works
Date: March 17, 2020
Subject: Public Hearing, Discussion and Possible Action Regarding a Conditional Use Permit and Site Plan for Arthur Drive Mini Storage Units on Parcel V-23-143A.61 at the corner of Arthur Drive and South Janesville Street.

Summary

B&J Storage has submitted a request for a conditional use permit for construction of storage units at Parcel V-23-143A.61 at the corner of Arthur Drive and South Janesville Street. The lot is zoned B-2. A conditional use permit is required for warehousing in this zone district. A site plan approval is required as part of the Conditional Use approval. The submitted site plan does not meet city ordinances. The potential owner was notified of these requirements. Following is a list of requirements not met:

1. There is no landscape plan.
2. We need the percent of greenspace
3. The parking needs a space in front of each unit.
4. Need driveway dimensions
5. Need a traffic circulation pattern and arrows on the plan
6. Need a lighting plan that shows foot-candles and where fixtures will be located.
7. Need parking space dimensions
8. Need a snow storage area indicated.
9. Is there any trash storage area needed.
10. Is sidewalk planned
11. We have multiple site plan drawings. The contour plan does not match the most recent site plan drawing.
12. We need finished floor elevations
13. We need architectural drawings that show height and dimensions of the buildings.
14. We need an erosion plan.
15. Are there any outdoor mechanical units.
16. A DNR storm water plan will be required.
17. We need a storm water management plan that can be recorded with the property.
18. The initials TBD would not work for a site plan.
19. The existing sign needs to be measured for the area of the sign face.
20. Need a Findings of Facts form completed.



Recommendation

City staff recommends opening the public hearing and potentially continuing the public hearing to a future date in order to allow the developer to make the required changes and additions to their submitted site plan.