



WINFIELD PLAN COMMISSION
MEETING MINUTES
FEBRUARY 14, 2019 @ 6:00PM

The Winfield Plan Commission held a meeting on Thursday, February 14, 2019 at the Winfield Town Hall at approximately 6:00 p.m. Those present: Tim Clayton, Jon Derwinski, Joe Gacsy, Mark Nelson, Josh Malher, and Dave Anderson (6:10p.m.). Gerald Stiener was absent. Also present: Town Administrator Nick Bellar; and Mike Duffy, Town Engineer.

MINUTES: January 24, 2019

Jon Derwinski made the motion to accept the minutes from January 24, 2019. Josh Malher seconded the motion, the motion carried with all in favor 5-0; Dave Anderson was not present for this motion.

OLD BUSINESS:

None.

NEW BUSINESS:

1. Discussion Item: New commercial development proposal.

Doug Homier with McMahon and Associates presented the planned development for an auto repair facility that would be located on Randolph Street in between Speedway and Dunkin Donuts. It will be a 5,400 square foot building and the parking lot will connect to Dunkin Donuts. There is an issue with trying to connect to Speedway on the other side. At first, they believed there to be a 50 foot easement but it turned out to be only 24 feet that will not line up with what they have planned. They will either have to manipulate their design to fit the easement they found that was originally recorded in 2000 or not have access to the south. Doug also stated they received some feedback from town staff on the placement of the garbage dumpster enclosure. They placed it in the northwest corner so the garbage truck would have the ease of pulling in and then backing out of the space. He could find no access easement to the west of the property only drainage and utility easement. He researched documents and recorded plans from the early 2000s but could not find any kind of access easement in that area so that is why they did not plan a connection out that way. Other wise they feel they meet the rest of the town's Ordinance, they plan on having the frontage side walk and have been discussing green space with the town. A proposal on the landscaping and monument sign for the facility was distributed. Doug also noted it would be a split face block and split face brick building.

Nick Bellar stated he is aware of the easement issue to the south and recommended they either change up the drawing or work out an agreement with Speedway to be granted additional access from them but that connection has to happen, to line up with the Downtown Master Plan and the overall traffic circulation plan for that block. Doug suggested they could take out some of the parking spots in the southeast corner and create an entrance there to connect it over with an s-curve drive and take out some of the green space in the back to make up the lost parking. Nick said it would depend on how it would affect their required amount of green space. Doug stated he believes they are at about 23% green space now and if they took away a small portion, they would still have more than the 15% required by the town. Nick asked if they had talk to Speedway yet. Developer, David Lee stated he has called and emailed them several times and they will not respond to him. Doug believes Speedway would not want them to be tying in so close to the exit of their car wash. Mike suggested they also do a topographic review of the area to make a better picture of how a connection will work for explanation purposes in discussion with Speedway.

Nick commented on the placement of the garbage enclosure, Mike Duffy stated they will look into plans from when the Dollar General was built to see if there is a possibility of an access easement they could use to create a better location for the garbage enclosure. Mike Duffy explained the lots around Speedway have been revised and chopped up over the years. Nick stated there might also be an issue with the proposed location of their sidewalk and landscaping in the front that is not lining up with the Downtown Master Plan that will need to be looked at in more detail, as they have it now it would require a design waiver. Nick also noted that per Town Ordinance there are issues with the exterior design of the building. Painted split face block is not considered a primary masonry material or pole barn style construction even with all brick is not permitted. Nick cited the Dollar General as an example of what is no longer allowed within the revised Town Ordinance. Josh Malher asked what the hours of operation would be and if noise from the facility would impact the surrounding residential area. Hours will be from 8am to 5:30pm Monday through Friday and 8am to 1pm on Saturdays. Doug explained there will only be 2 bay doors, an entrance and exit, at the front and back of the building. All repair noise would be inside the building and if bay doors were left open the noise should not affect the surrounding area and will also be blocked by other commercial properties behind it. Josh commented that these might be questions

that will come up in a Public Hearing. Nick explained a Public Hearing will not be required for this development as it is a commercial development going into property zoned for commercial use. Joe Gacsy asked about the underground storage that was noted on the proposal drawing. Doug stated that was for storm water, Mike Duffy explained that most commercial buildings in this area have had to use underground storm water storage due to their lot size. Josh asked about hazardous waste containment. An owner (Marty) stated there is a three basin drainage system that filters everything in the facility. After no further discussion Nick stated they could move forward with their formal submittal. He recommended they get the issue with the access easement with Speedway worked out before seeking approval so it will not hold up their project. Mike also said he would check on documentation from the Dollar General plans to see if he could find an easement to the west. Nick stated the next round of new submittals would be due my March 1st. Doug was confident he would be ready to submit by then.

2. Complete Streets Policy review.

Nick Bellar explained this is a policy for the Town to develop non-motorized travel pathways when a new development occurs such as sidewalks and bike paths. The town already has this built into its Town Code but organizations like NIRPC look for a town to have a formal policy in place when scoring grant applications. Most other surrounding towns do have one and Winfield has lost out on points because of it when applying to grants in the past. It does not change anything that is already in place by the town it is just a formal policy to have on hand for review and consideration during the grant application process. There is some additional reporting that will be done administratively related to the policy. The Commission was in favor of the Complete Streets Policy and without further discussion Dave Anderson made an endorsement to the Town Council. Josh Malher seconded the endorsement, the motion carried with all in favor 5-0.

3. Thoroughfare Plan review.

Nick stated this establishes requirement of right of way dedication for future road expansion and also shows where future roads could be built to address traffic and development expansion. It will be a guide for new developments to see where they will be required to connect to and a foundation for future Boards on right of way acquisition. This will be an amendment to the Comprehensive Plan. A Public Hearing will be needed at the Plan Commission to have certification to send to the Town Council to approve. Mike Duffy stated some narrative language will be added to it. Nick asked the Commission to review the map and inform him of any questions or comments they might have. If they are questioning any road placements or if they have other suggestions to let him know as well. Mike said this will help solve some situations that have happened in the past with some developments not wanting to connect to the neighboring developments even at the request of the town. Nick reminded the Commission they will all have to come to an agreement on the plan as a whole before presenting this for the Public Hearing.

STAFF REPORT/ATTORNEY REPORT

No report.

With no further business before the Commission, Dave Anderson made a motion to adjourn, seconded by Josh Malher, passed by voice vote 5-0.

ADJOURNMENT: 6:48 pm

Attest:

Plan Commission President

Plan Commission Secretary

Transcriber: Kim Wachowski
Administrative Assistant