

**CITY OF SPARTA**  
**PLANNING COMMISSION AGENDA**  
**May 16, 2016**

**CITY HALL**

**6:00 P.M.**

- 1. Call meeting to order**
- 2. Roll Call**
- 3. Consent Agenda: Consisting of the minutes from the regular minutes of April 18, 2016**
- 4. Public Hearing Regarding a Conditional Use Permit to construct a duplex in R-6 Zoning District in Accordance with Chapter 17.07(7)c located on Lots 13 and 14 on Clearview Drive**
- 5. Consideration of a Conditional Use Permit to Construct a Duplex in R-6 Zoning District in Accordance with Chapter 17.07(7)c located on Lots 13 and 14 on Clearview Drive**
- 6. Consideration of Site Plan Approval for Rice & Steele located at 2111 W. Wisconsin Street**
- 7. Consideration of Site Plan Approval for Pizza Hut located at 821 W. Wisconsin Street**
- 8. Consideration of Site Plan Approval for Brad Knoll for building located at 140 Hemstock Drive**
- 9. Consideration of CSM Approval for R. Communications Specialists, LLC located at 431 Holtan Street**
- 10. Consideration of Proposed Beekeeping Ordinance**
- 11. Items for Future Consideration**
- 12. Adjourn**

A possible quorum of the Common Council may be in attendance at this meeting,  
but no action will be taken by the Council.

Posted: 5-12-16

**CITY OF SPARTA**  
**PLANNING COMMISSION MINUTES**  
**May 16, 2016**

**PRESENT: Mayor Button, John Ambro, Norm Stanek, Bob Halverson, Tom Schauer, Kevin Riley**  
**ABSENT: Jim Church,**  
**ALSO PRESENT: Todd Fahning, Mark Sund, Brad Gilbertson, John McDonald, Tim McClain, Karen Hoffman, rep from Mayo Health System**

The meeting was called to order at 6:00 p.m. by Mayor Button.  
Roll Call was done by the Clerk.

**A motion was made by Bob Halverson and seconded by Norm Stanek to approve the consent agenda consisting of the regular minutes of March 15, 2016. Motion carried 6-0.**

The Mayor called a Public Hearing open regarding an application to rezone the following parcels owned by Mayo Health System from R-6 and CU to B-1 in order to install and maintain parking lots in accordance with Zoning Ordinance Section 17.08(2). Parcels are: 281-0490-0000, 281-0489-0000, 281-0446-0000, 281-0445-0000, 281-0444-0000, 281-0443-0000, 281-1987-0000. Mayo Health Systems has purchased several parcels in this area over the last 20 years and recently purchased the house on the corner. In order to have this whole area a parking lot, this all has to be rezoned as B-1.

There were no other comments for or against this so the public hearing was closed at 6:06 p.m.

**A motion was made by Norm Stanek and seconded by Tom Schauer to rezone the above parcels for Mayo Health System from R-6 and CU to B-1 in order to install and maintain a parking lot. Motion carried 6-0.**

Last month there was a discussion regarding putting together a Honey Bee Ordinance or Beekeeping Ordinance. There have been several requests from citizens to be able to raise honey bees. Tim McClain and Karen Hoffman were at this meeting and told the Commission their experience in raising honey bees. Tim has not had any complaints about his bees but felt that people need to be educated about the importance of bees and how to raise them. They will try to get some ideas, check on the laws, and put some wording together for an ordinance.

**A motion was made by Norm Stanek and seconded by Bob Halverson to approve the site plan for D & D Enterprises at 2275 Riley Road. Motion carried 6-0.**

**A motion was made by John Ambro and seconded by Kevin Riley to approve the silo installation for Foremost Farms at 427 E. Wisconsin Street. Motion carried 6-0.**

**A motion was made by Norm Stanek and seconded by Kevin Riley to approve the sign with the message reader for Dairy Queen at 914 W. Wisconsin Street. Motion carried 6-0.**

**A motion was made by Bob Halverson and seconded by John Ambro to approve the sign for Sparta Family Dentistry at 311 Jefferson Avenue. Motion carried 6-0.**

**A motion was made by John Ambro and seconded by Bob Halverson to approve the sign for St. John's Episcopal Church at 322 N. Water Street. Motion carried 6-0.**

**A motion was made by John Ambro and seconded by Bob Halverson to approve the insurance name change on the sign for State Bank to Tricor Insurance at 203 W. Wisconsin St. Motion carried 6-0.**

Item # 13 was for approval of the Monroe County Justice Center sign at 112 S. Court Street. That was referred to the Historic Preservation Commission for approval.

Items for future consideration were:

Update on Amundson Park Bridge  
U S Silica update  
Boat Landing at Perch Lake

**A motion was made by John Ambro and seconded by Bob Halverson to adjourn the meeting at 6:43 p.m. Motion carried 6-0.**

Respectfully Submitted,

Julie Hanson  
City Clerk

**PUBLIC NOTICE**

**NOTICE IS HEREBY GIVEN, that a PUBLIC HEARING will be held before the Planning Commission of the City of Sparta, at a meeting on the 16th day of May, 2016, at 6:00 p.m. at Sparta City Hall, 201 W. Oak St., Sparta, Monroe County, Wisconsin.**

**Regarding a Conditional Use Permit to construct a duplex in R-6 Zoning District in Accordance with Chapter 17.07(7)(c) located on Lots 13 and 14 on Clearview Drive.**

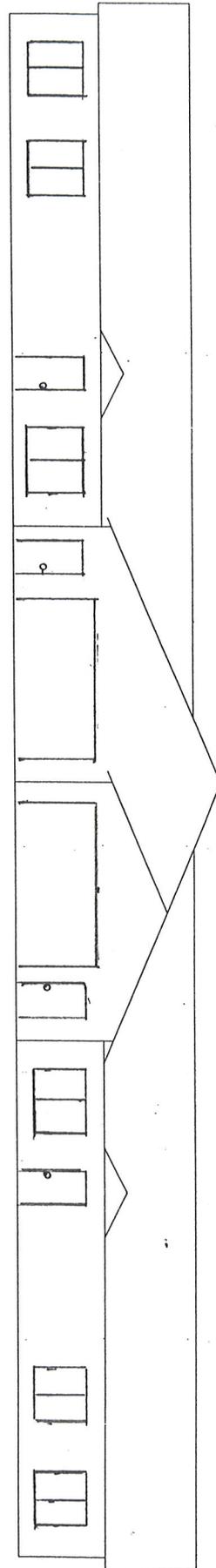
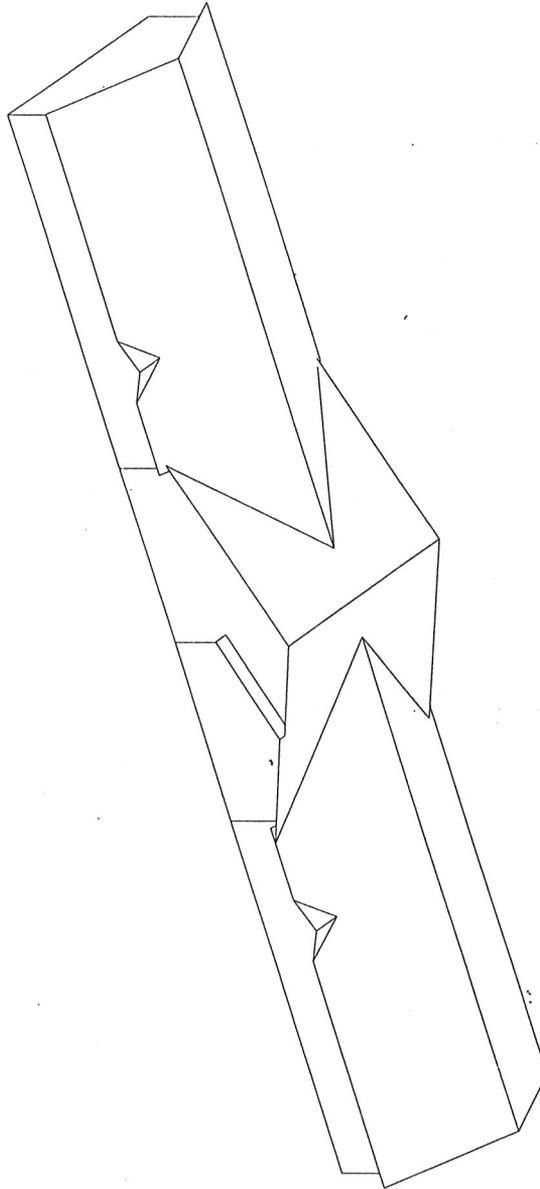
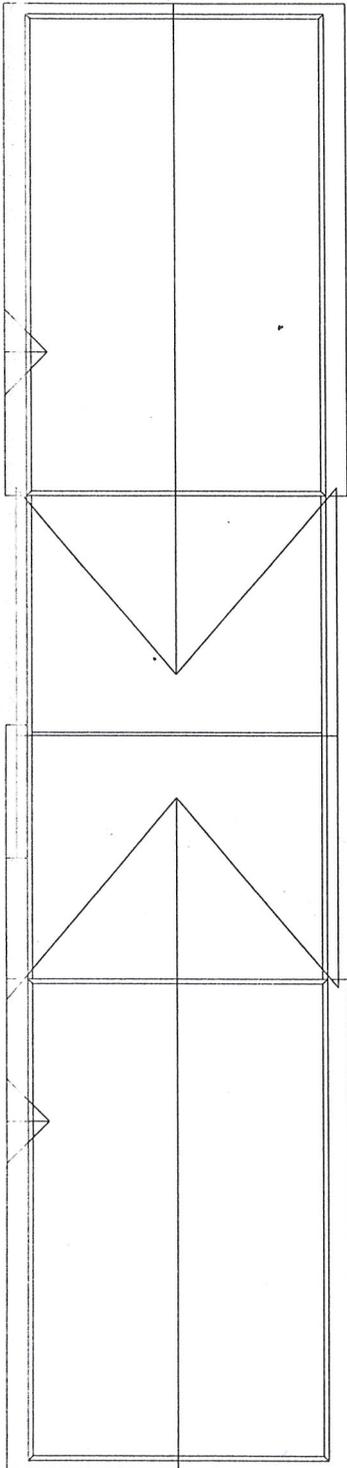
**Any interested party may appear personally or by their agent and/or attorney to present their views for or against the approval of this change.**

**Dated: May 4, 2016**

**Julie Hanson  
City Clerk**

**If you should have any questions, please contact Todd Fahning at 608-269-4340, ext. 232.**

Duplex Clear View Drive



Jim Leis 608 487 1115 18595 Ibearn Rd. Sparta



Client		Job Desc: <b>Leis-Duplex</b>	
Address		Site Information	
Telephone:	Fax:	Telephone:	Fax:
Contact:		Contact:	
Scale: NTS	Date: 5/2/2016	Drawn By: JDH	Job #:

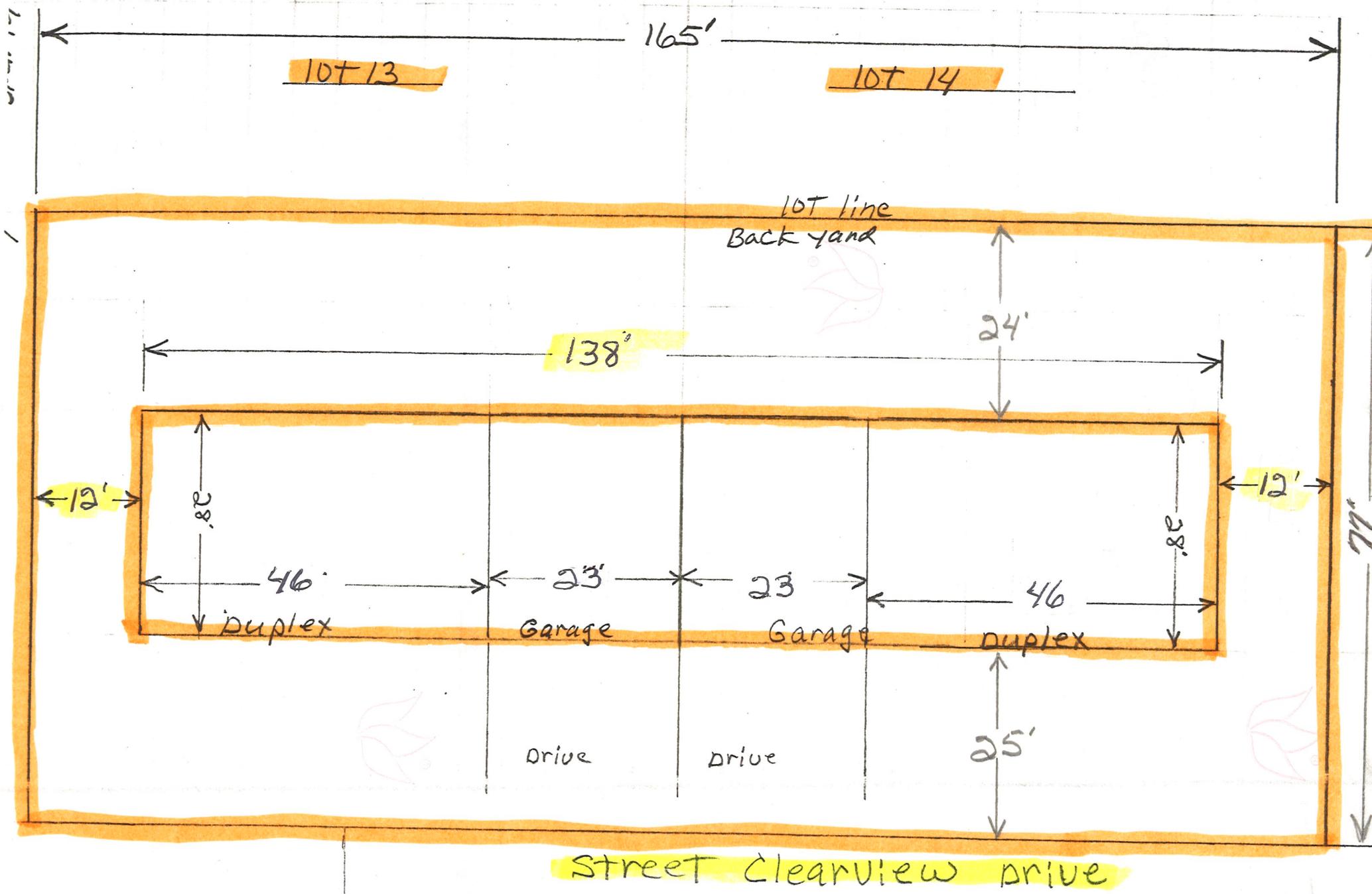
THIS IS A TRUSS PLACEMENT DIAGRAM ONLY. These trusses are designed as individual building components to be incorporated into the building design at the specification of the building designer. See individual design sheets for each truss design identified on this placement diagram. The building designer is responsible for temporary and permanent bracing at the roof and floor joists and for the wall structure. The height of the roof applied trusses including header, beam, and column is the responsibility of the building designer. For general guidance regarding trussing, consult "Trussing and Woodwork" available from the Truss Plate Institute, 543 Dorton Drive, Madison, WI 53717.

**Truss Placement Plan**

THIS LAYOUT IS THE SOLE SOURCE FOR APPLICATION OF TRUSSES AND JOISTS. ALL MEMBERS, ARCHITECTURAL OR OTHER TRUSS LAYOUTS, REFERRED AND DEPENDENT OF THIS LAYOUT MUST BE REVIEWED BY THE TRUSS MANUFACTURER TO BE SURE THEY ALL CONFORM TO THESE MANUFACTURING INSTRUCTIONS THAT WILL RESULT IN EXTRA CHARGES TO YOU.

Approved by: \_\_\_\_\_ Date Approved: \_\_\_\_\_

Jim Leis 6084871115 18595 Ibeam Rd, Sparta



# SPARTA



## Plan Commission Application Form

Date: 5-11-16

Name/Company: Rice + Steele, LLC

Address: 1020 North St  
Sparta, WI 54656

Phone: 608-633-2167

Purpose: Propose building for Head Start  
2111 W. Wisconsin

Meeting Date: 5-16-16

Fee: \$ 75.00

### Fee Schedule:

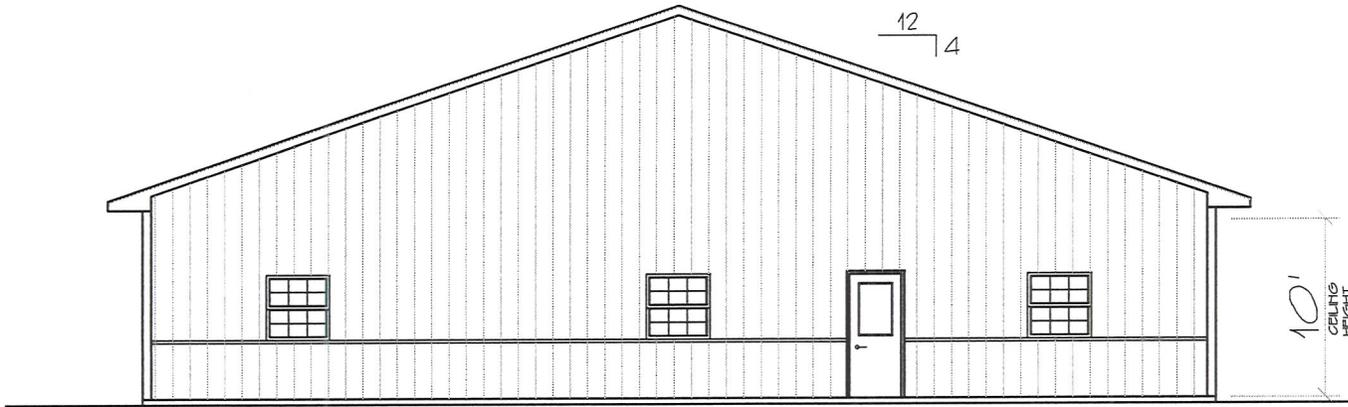
Conditional Use Permit:	\$75.00
Zoning Variance:	\$250.00
Request for Zoning Change	\$75.00
Development Review (business)	\$75.00
Subdivision Plat Review	\$150.00
PUD Review	\$150.00
Lot Division/CSM Approval	\$50.00
Grading/Filling/Stormwater	\$50.00
ET Zoning Permit Residential	\$50.00
ET Zoning permit Accessory	\$25.00
ET Zoning Permit Business, Industrial, Manufacturing	\$75.00

Mail to:

Building & Zoning Office  
201 W. oak Street  
Sparta, WI 54656

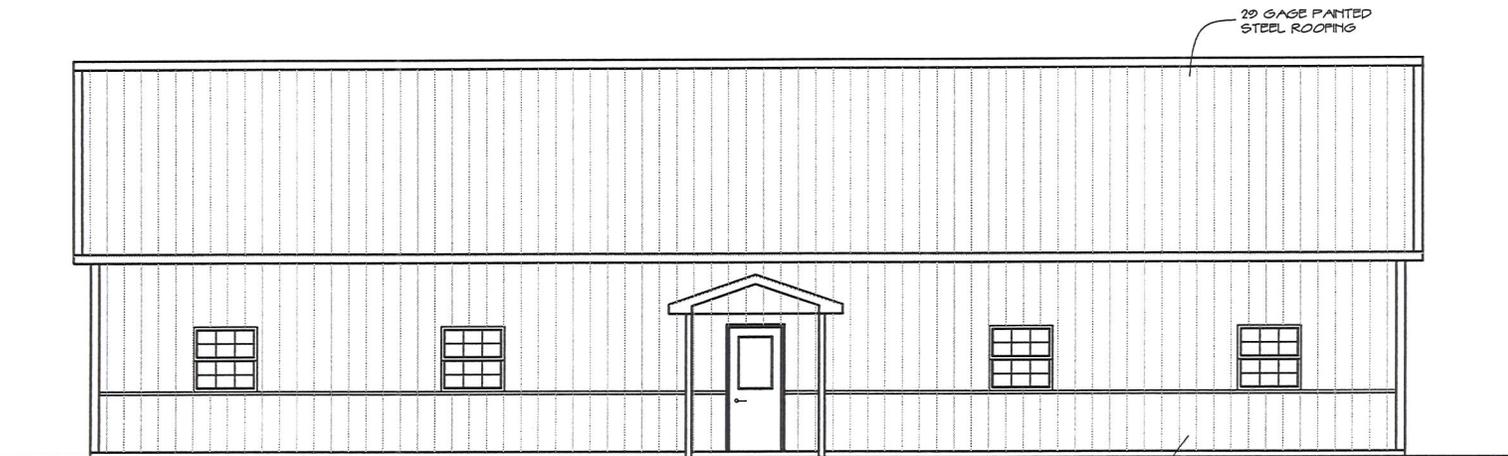
Ph: 608-269-6509

Note: All items for Plan Commission must be received the Monday prior to the scheduled meeting. (Usually the second Monday of every month.) All fees are due at the time of application and are non-refundable. All site and building plans must be submitted no larger than 11" x 17".



NORTH ELEVATION

1/4" = 1'-0"

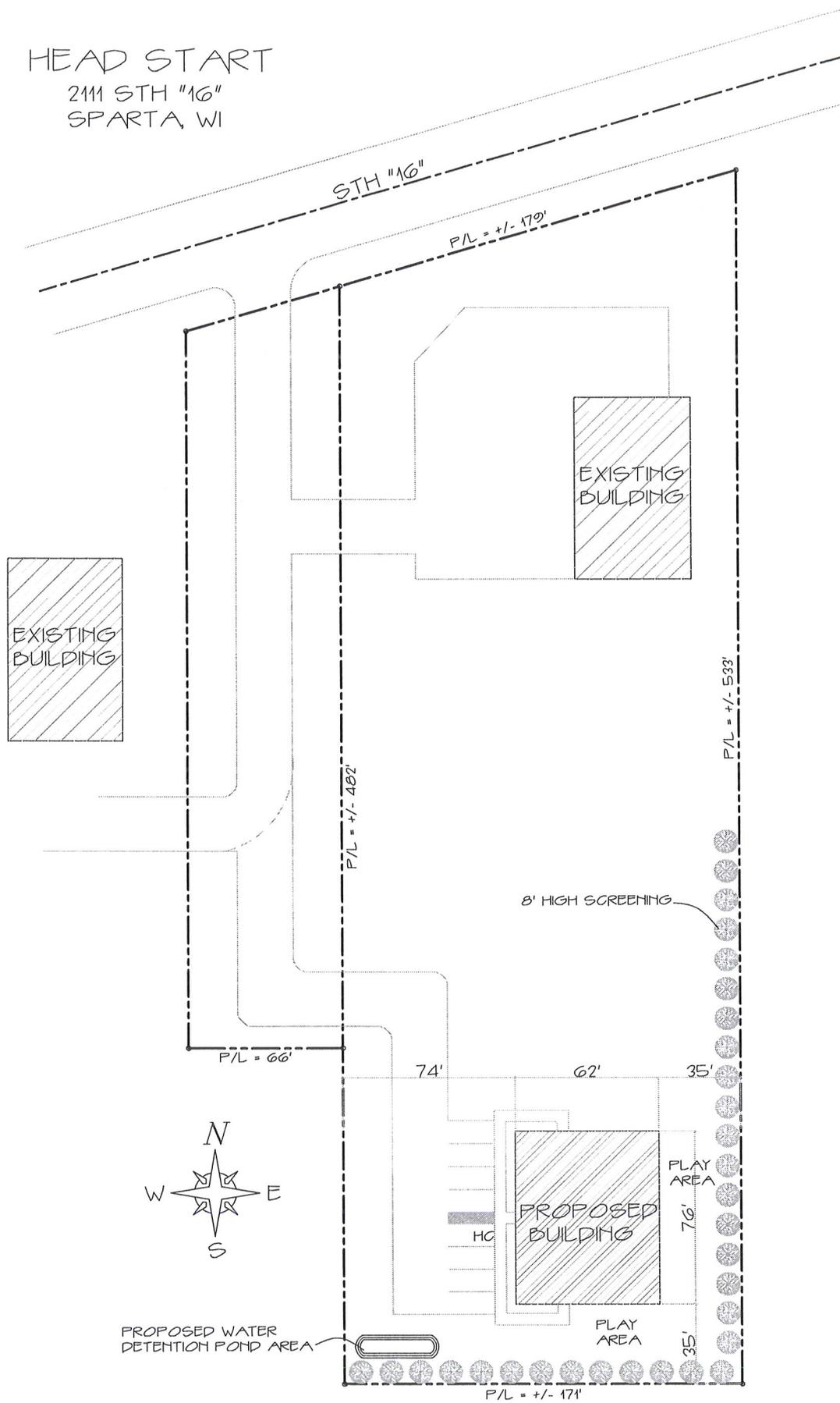


WEST ELEVATION

1/4" = 1'-0"

# HEAD START

2111 STH "16"  
SPARTA, WI



TJS DESIGNS, LLC  
14530 GENESIS ROAD  
SPARTA, WI

## PLOT PLAN

1" = 30'

# SPARTA



## Plan Commission Application Form

Date: 5/9/16

Name/Company: Pizza Hut

Address: 821 W. Wisconsin Ave  
Sparta, WI 54656

Phone: Contact: Tammy Korte, Arcvision inc. 314-415-2400

Purpose: remodel / building addition

Meeting Date: 5/16/16

Fee: \$ 75.00

### Fee Schedule:

Conditional Use Permit:	\$75.00
Zoning Variance:	\$250.00
Request for Zoning Change	\$75.00
Development Review (business)	\$75.00
Subdivision Plat Review	\$150.00
PUD Review	\$150.00
Lot Division/CSM Approval	\$50.00
Grading/Filling/Stormwater	\$50.00
ET Zoning Permit Residential	\$50.00
ET Zoning permit Accessory	\$25.00
ET Zoning Permit Business, Industrial, Manufacturing	\$75.00

### Mail to:

Building & Zoning Office  
201 W. oak Street  
Sparta, WI 54656

Ph: 608-269-6509

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May 11, 2016

Sparta Planning Commission  
201 W. Oak St.  
Sparta, WI 54656

Re: Pizza Hut Remodel  
821 W. Wisconsin Ave

PROJECT NARRATIVE FOR EXTERIOR WORK

We propose to remove the existing non-ADA compliant entry vestibule on the east side of the building. We will build a larger addition that includes a new ADA compliant entry vestibule, an order pickup area for carryout customers and additional storage / delivery area in the back. The footprint of the building will increase by 296 sq. ft. for a total of 3062 sq. ft. We will also be removing all of the trapezoid windows, and replacing them with new square windows. The cupola on the roof will be removed and a new squared up cupola/parapet will be constructed on which the new signage will be placed. The red roof will be replaced with a new black roof. Below the roof line we will be installing new illuminated red band above the windows, below the windows will receive new stone wainscot.

The exterior walk-in cooler/freezer at the back of the building will also be removed and replaced. The parking and sidewalks will be re-worked around the new side addition in order to maintain ADA compliance.

If you have any questions, please contact me at (314) 415-2400 or [tkorte@arcv.com](mailto:tkorte@arcv.com).

Sincerely,

Tammy Korte

Wisconsin Division of Safety and Buildings Wisconsin Stats. 101.63, 101.73	<b>WISCONSIN UNIFORM BUILDING PERMIT APPLICATION</b> Instructions on back of second ply. The information you provide may be used by other government agency programs [(Privacy Law, s. 15.04 (1)(m))]	Application No.  Parcel No.
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<b>PERMIT REQUESTED</b> <input checked="" type="checkbox"/> Constr. <input type="checkbox"/> HVAC <input type="checkbox"/> Electric <input type="checkbox"/> Plumbing <input type="checkbox"/> Erosion Control <b>Other:</b>			
Owner's Name <i>Bradley Knoll</i>	Mailing Address <i>1520 Highland Dr. Sparta</i>	Tel. <i>608 487 3176</i>	
Contractor's Name: <input checked="" type="checkbox"/> Con <input type="checkbox"/> Elec <input type="checkbox"/> HVAC <input type="checkbox"/> Plbg <i>Brad Knoll</i>	Lic/Cert#	Mailing Address <i>1520 Highland Dr. Sparta</i>	Tel.  FAX#
Contractor's Name: <input type="checkbox"/> Con <input type="checkbox"/> Elec <input type="checkbox"/> HVAC <input type="checkbox"/> Plbg	Lic/Cert#	Mailing Address	Tel.  FAX#
Contractor's Name: <input type="checkbox"/> Con <input type="checkbox"/> Elec <input type="checkbox"/> HVAC <input type="checkbox"/> Plbg	Lic/Cert#	Mailing Address	Tel.  FAX#
Contractor's Name: <input type="checkbox"/> Con <input type="checkbox"/> Elec <input type="checkbox"/> HVAC <input type="checkbox"/> Plbg	Lic/Cert#	Mailing Address	Tel.  FAX#

<b>PROJECT LOCATION</b>	Lot area <del>1.0</del> <i>0.35</i> Acre? Sq. ft.	_____ 1/4, _____ 1/4, of Section _____, T _____, N, R _____ E (or) W
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Building Address <i>140 Hemstock Rd.</i>	Subdivision Name	Lot No.	Block No.
Zoning District(s)	Zoning Permit No.	<b>Setbacks:</b>	Front _____ ft.    Rear _____ ft.    Left _____ ft.    Right _____ ft.

<b>1. PROJECT</b>	<b>3. OCCUPANCY</b>	<b>6. ELECTRICAL</b>	<b>9. HVAC EQUIPMENT</b>	<b>12. ENERGY SOURCE</b>			
<input type="checkbox"/> New <input type="checkbox"/> Repair <input checked="" type="checkbox"/> Alteration <input type="checkbox"/> Raze <input type="checkbox"/> Addition <input type="checkbox"/> Move <input type="checkbox"/> Other:	<input type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Garage <input checked="" type="checkbox"/> Other:	Entrance Panel Amps: _____ <input checked="" type="checkbox"/> Underground <input type="checkbox"/> Overhead	<input checked="" type="checkbox"/> Forced Air Furnace <input type="checkbox"/> Radiant Basebd/ Panel <input type="checkbox"/> Heat Pump <input type="checkbox"/> Boiler <input type="checkbox"/> Central Air Cond. <input type="checkbox"/> Other:	Fuel    Nat Gas    LP    Oil    Elec    Solid    Solar Space Htg <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Water Htg <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> Dwelling unit has 3 kilowatt or more in electric space heating equipment capacity.	<b>13. HEAT LOSS</b>  _____ BTU/HR Total Calculated
<b>2. AREA INVOLVED</b> Unfin. _____ Sq Ft Bsmt _____ Sq Ft Living Area _____ Sq Ft Garage _____ Sq Ft Deck _____ Sq Ft	<b>4. CONST. TYPE</b> <input type="checkbox"/> Site-Built <input type="checkbox"/> Mfd: <input type="checkbox"/> WI UDC <input type="checkbox"/> U.S. HUD <b>5. STORIES</b> <input type="checkbox"/> 1-Story <input type="checkbox"/> 2-Story <input type="checkbox"/> Other: <input type="checkbox"/> Plus Basement	<b>7. FOUNDATION</b> <input type="checkbox"/> Concrete <input type="checkbox"/> Masonry <input type="checkbox"/> Treated Wood <input checked="" type="checkbox"/> Other: <i>post</i>	<b>8. USE</b> <input type="checkbox"/> Seasonal <input type="checkbox"/> Permanent <input type="checkbox"/> Other:	<b>10. SEWER</b> <input type="checkbox"/> Municipal <input type="checkbox"/> Sanitary Permit No.:	<b>11. WATER</b> <input type="checkbox"/> Municipal Utility <input type="checkbox"/> Private On-Site Well	<b>14. EST. BUILDING COST</b> \$ <i>3,000</i>	

I agree to comply with all applicable codes, statutes and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If I am an owner applying for an erosion control or construction permit, I have read the cautionary statement regarding contractor financial responsibility on the reverse side of the last ply. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

<b>APPLICANT'S SIGNATURE</b> <i>[Signature]</i>	<b>DATE SIGNED</b> <i>5-2-2016</i>
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<b>APPROVAL CONDITIONS</b>	This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. <input type="checkbox"/> See attached for conditions of approval.

<b>ISSUING JURISDICTION</b>	<input type="checkbox"/> Town of <input type="checkbox"/> Village of <input type="checkbox"/> City of <input type="checkbox"/> County of <input type="checkbox"/> State Inspection Agency #:	Municipality Number of Dwelling Location _____
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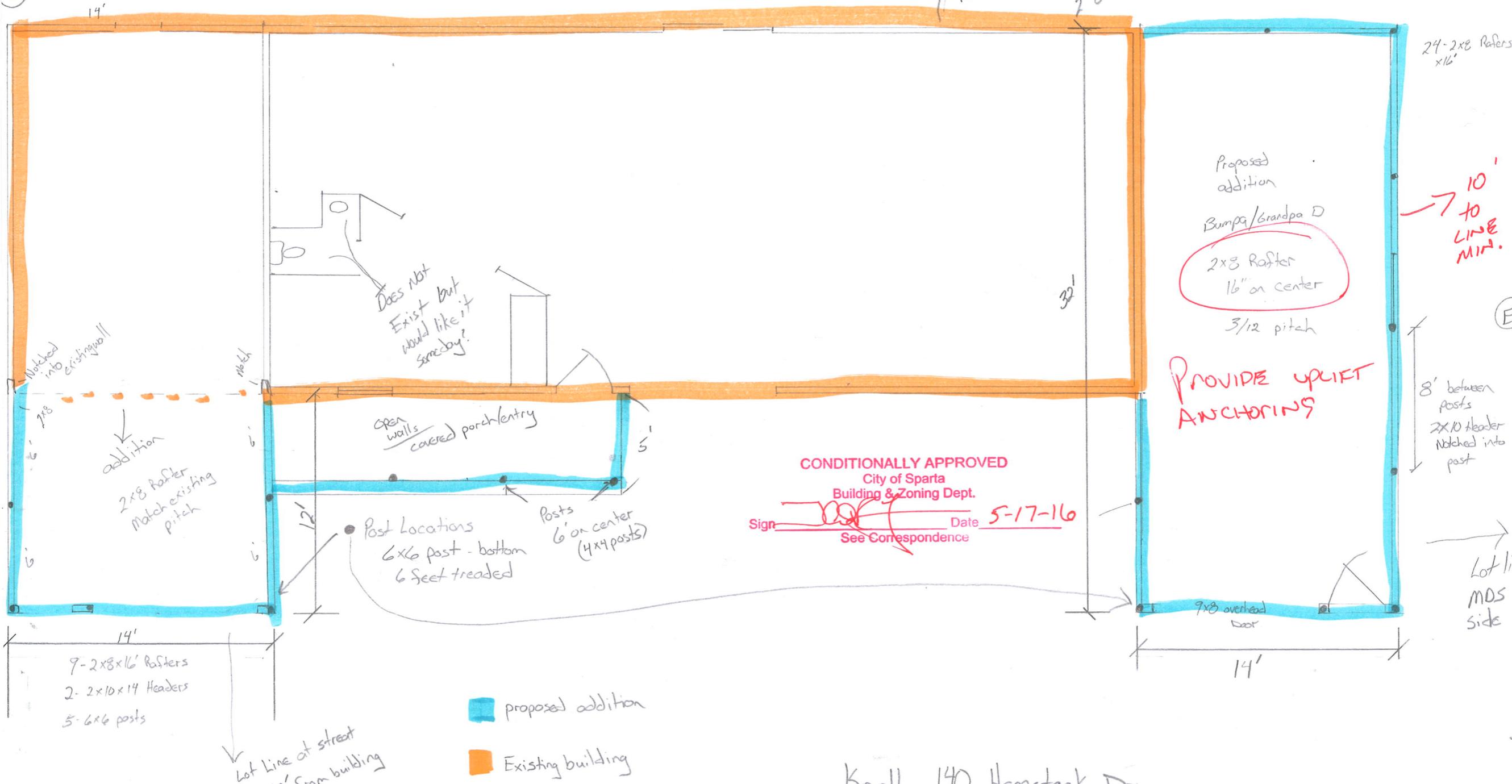
<b>FEES:</b>	<b>PERMIT(S) ISSUED</b>	<b>WIS PERMIT SEAL #</b>	<b>PERMIT ISSUED BY:</b>
Plan Review \$ _____ Inspection \$ _____ Wis. Permit Seal \$ _____ Other \$ _____ Total \$ _____	<input type="checkbox"/> Construction <input type="checkbox"/> HVAC <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> Erosion Control		Name _____  Date _____ Tel. _____  Cert No. _____

Have 10 pieces of tin 24" wide  
Enough to do small addition

(N)

Lot line  
rail road tracks  
12' on East end down to  
2' on West End (Existing structure) 1/60 scale

(3)



Knoll 140 Hemstock Dr.

608 487 3176

(3)

# SPARTA



## Plan Commission Application Form

Date: 5/10/16

Name/Company: R COMMUNICATIONS SPECIALISTS LLC

Address: 112 MILWAUKEE ST. SUITE F (NO MAIL SERVICE)  
SPARTA, WI 54656

Phone: 608-792-9363 CELL

Purpose: CSM APPROVAL  
431 Holtan St.

Meeting Date: 5/16/16

Fee: \$ 50.00

### Fee Schedule:

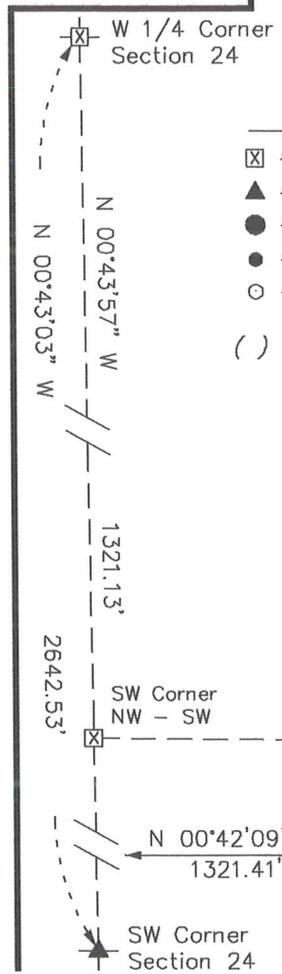
Conditional Use Permit:	\$75.00
Zoning Variance:	\$250.00
Request for Zoning Change	\$75.00
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Subdivision Plat Review	\$150.00
PUD Review	\$150.00
Lot Division/CSM Approval	<u>\$50.00</u>
Grading/Filling/Stormwater	\$50.00
ET Zoning Permit Residential	\$50.00
ET Zoning permit Accessory	\$25.00
ET Zoning Permit Business, Industrial, Manufacturing	\$75.00

Mail to:  
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201 W. oak Street  
Sparta, WI 54656  
Ph: 608-269-6509

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# CERTIFIED SURVEY MAP

Lot B, Certified Survey Map, Vol 3, Pg 206,  
Part Of Lot 1, Certified Survey Map, Vol 9, Pg 235  
And Some Of The Unplatted Lands Located In The  
NE1/4 Of The SW1/4 Of Section 24, T17N, R4W,  
City Of Sparta, Monroe County, Wisconsin

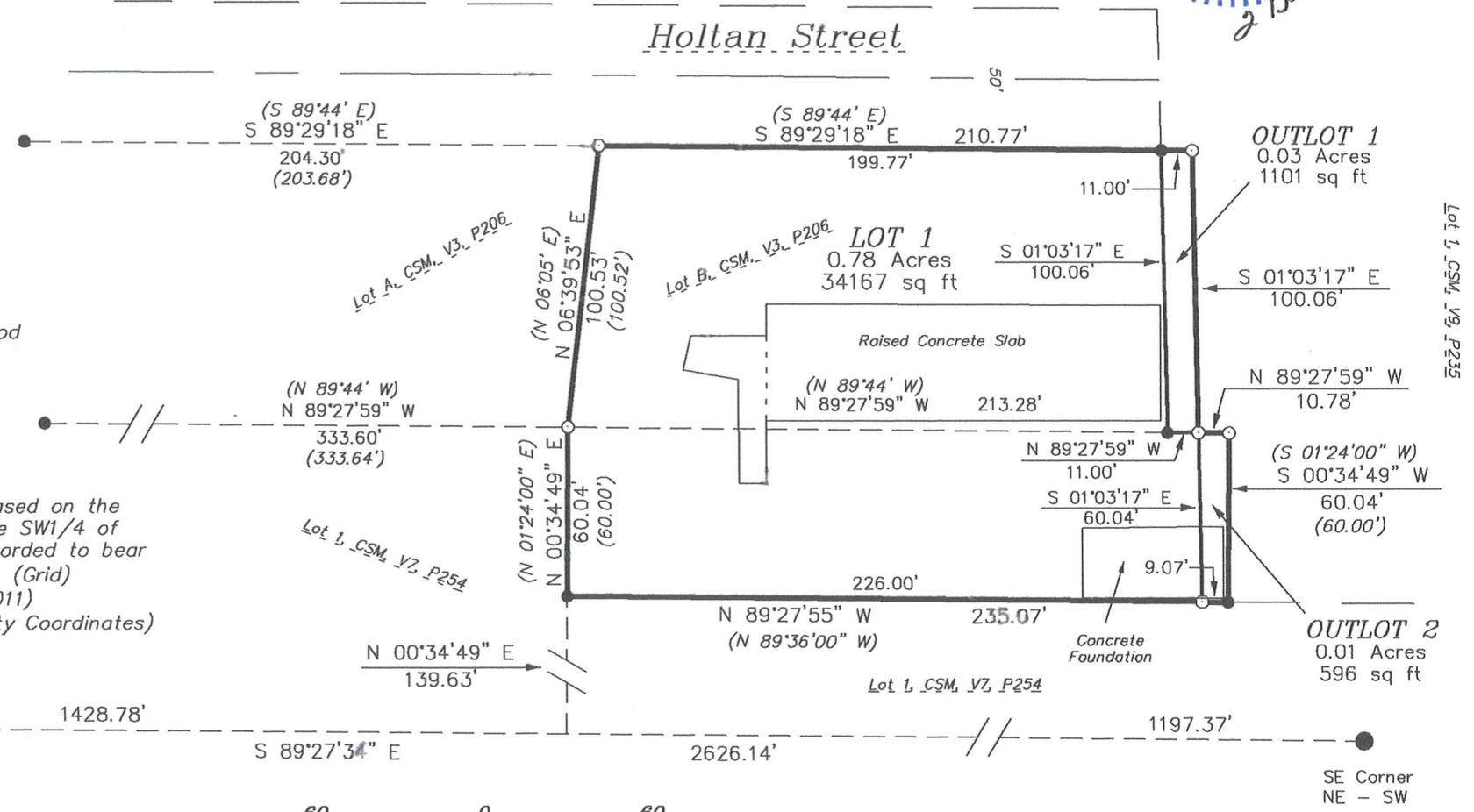
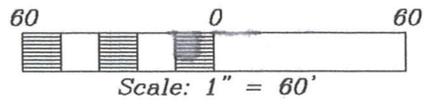


## LEGEND

- ☒ = Found Chiseled 'X'
- ▲ = Found Nail
- = Found 1" Axle
- = Found 3/4" Iron Rod
- = Set 3/4" X 18" Iron Rod wt. 1.50 lbs/lin. ft.
- ( ) = Recorded as data

Bearings are based on the West line of the SW1/4 of Section 24, recorded to bear N 00°43'03" W (Grid) NAD 1983 (2011) (Monroe County Coordinates)

Eagle Ridge Surveying  
PO Box 213  
Wilton, Wisconsin  
2 December 2015



Lot 1, CSM, V9, P235

# CERTIFIED SURVEY MAP

Lot B, Certified Survey Map, Vol 3, Pg 206,  
Part Of Lot 1, Certified Survey Map, Vol 9,  
Pg 235 And Some Of The Unplatted Lands  
Located In The NE1/4 Of The SW1/4 Of  
Section 24, T17N, R4W, City Of Sparta,  
Monroe County, Wisconsin

## DESCRIPTION

A parcel of land being Lot B, CSM, Vol 3, Pg 206, part of Lot 1, CSM, Vol 9, Pg 235 and some of the unplatted lands located in the NE1/4 of the SW1/4 of Section 24, T17N, R4W, City of Sparta, Monroe County, Wisconsin the exterior boundary of which is described as follows:

Commencing at the SW Corner of Section 24;

thence N 00°43'03" W along the West line of the SW1/4, 1321.41 feet to the SW Corner of the NW1/4 of the SW1/4;  
thence S 89°27'20" E along the South line of the N 1/2 of the SW1/4, 1428.90 feet;  
thence N 00°34'49" E, 139.63 feet to the North line of CSM, V7, P254 and the point of beginning.

Thence N 00°34'49" E, 60.04 feet;  
thence N 06°39'53" E, 100.53 feet to the Southerly right-of-way line of Holtan Street;  
thence S 89°29'18" E along said right-of-way line, 210.77 feet;  
thence S 01°03'17" E, 100.06 feet;  
thence S 89°27'59" E, 10.78 feet;  
thence S 00°34'49" W, 60.04 feet;  
thence N 89°27'55" W, 235.07 feet to the point of beginning;

## SURVEYOR'S CERTIFICATE

I, Laurence E Johns III, Professional Land Surveyor, hereby certify that by the order of and under the direction of Randy Gillen, I have surveyed, divided and mapped this property, that this map is a correct representation of the exterior boundaries of the land surveyed and the division of that land and that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and Chapter 35 of the City of Sparta Code of Ordinances to the best of my knowledge and belief.

## COMMON COUNCIL RESOLUTION

Resolved, that this Certified Survey Map as shown in the City of Sparta is hereby approved by the Common Council.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor

I hereby certify that the foregoing is a copy of a resolution adopted by the City Common Council.

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk



# Proposed Beekeeping Ordinance

## City of Sparta

### Definitions

1. "Beekeeping" means intentionally creating, fostering or maintaining a colony of honeybees.
2. "Colony" means an aggregate of honeybees consisting principally of workers, but having when perfect, one queen and at times many drones including brood, combs, honey and the receptacle inhabited by honeybees.
3. "Hive" shall mean a structure built specifically to accommodate a colony of honeybees
4. "Honeybee" means all life stages of the common domestic honey bee, *Apis mellifera* species.

### Residential & General Agricultural Zoning Districts

1. Hives may be located only on lots with residential use.
2. Colony densities:
  1.  $\frac{1}{4}$  acre or less in size- two colonies
  2. More than  $\frac{1}{4}$  acre but less than  $\frac{1}{2}$  acre- four colonies
  3. More than  $\frac{1}{2}$ - six colonies maximum
3. No hive shall exceed twenty (20) cubic feet in volume.
4. No hive shall be located closer than three (3) feet from any property line.
5. No hive shall be located closer than ten (10) feet from a public sidewalk or twenty-five (25) feet from a principal building on an abutting lot.
6. A constant supply of water shall be provided for all hives.
7. A flyway barrier at least six (6) feet in height shall shield any part of a property line that is within twenty-five (25) feet of a hive. The flyway barrier shall consist of a wall, fence, dense vegetation or a combination thereof and it shall be positioned no more than eight feet from the hive.
8. The Beekeeper shall notify all residents of the property and the owner or operator of the property if the applicant is not the owner or operator.
9. All hives shall be kept in sound and usable condition.
10. All abandon hives are to be removed from the property
11. No hive may house a colony of insects other than honeybees.