

**PLEASANT PRAIRIE PLAN COMMISSION MEETING  
VILLAGE HALL AUDITORIUM  
9915 39<sup>th</sup> AVENUE  
PLEASANT PRAIRIE, WISCONSIN  
6:00 P.M.  
NOVEMBER 10, 2014**

**AGENDA**

1. Call to Order.
2. Roll Call.
3. Consider the minutes of the October 27, 2014 Plan Commission meeting.
4. Correspondence.
5. Citizen Comments.
6. New Business.
  - A. **PUBLIC HEARING AND CONSIDERATION OF A ZONING TEXT AMENDMENT** to consider an amendment to Section 420-139 B (2) (b) of the Village Zoning Ordinance related to the required street setback for access to a Manufactured Home/Mobile Home within a licensed park.
7. Adjourn.

It is possible that members and possibly a quorum of members of other governmental bodies of the municipality may be in attendance in the above stated meeting to gather information; no action will be taken by any other governmental body except the governing body noticed above.

**The Village Hall is handicapped accessible. If you have other special needs, please contact the Village Clerk, 9915 39<sup>th</sup> Avenue, Pleasant Prairie, WI (262) 694-1400.**

**PLEASANT PRAIRIE PLAN COMMISSION MEETING  
VILLAGE HALL AUDITORIUM  
9915 39TH AVENUE  
PLEASANT PRAIRIE, WISCONSIN  
6:00 P.M.  
October 27, 2014**

A regular meeting for the Pleasant Prairie Plan Commission convened at 6:00 p.m. on October 27, 2014. Those in attendance were Thomas Terwall; Michael Serpe; Wayne Koessler; Deb Skarda (Alternate #2); Jim Bandura; John Braig; Judy Juliana; and Bill Stoebig (Alternate #1). Don Hackbarth was excused. Also in attendance were Michael Pollocoff, Village Administrator; Tom Shircel, Assistant Village Administrator; and Jean Werbie-Harris, Community Development Director.

- 1. CALL TO ORDER.**
- 2. ROLL CALL.**
- 4. CONSIDER THE MINUTES OF THE SEPTEMBER 8 AND 22, 2014 PLAN COMMISSION MEETING.**

Wayne Koessler:

Chairman, I move that we approve them as printed.

Jim Bandura:

Second.

Tom Terwall:

**IT'S BEEN MOVED BY WAYNE KOESSL AND SECONDED BY JIM BANDURA TO APPROVE THE MINUTES IN THE SEPTEMBER 8TH AND SEPTEMBER 22, 2014 PLAN COMMISSION MEETINGS AS PRESENTED IN WRITTEN FORM. ALL IN FAVOR SIGNIFY BY SAYING AYE.**

Voices:

Aye.

Tom Terwall:

Opposed? So ordered.

**4. CORRESPONDENCE.**

**5. CITIZEN COMMENTS.**

Tom Terwall:

If you're here for an item -- there are no public hearings tonight. So if you'd like to speak now would be your opportunity. We'd ask you to step to the microphone and begin by giving your name and address. Anybody wishing to speak under citizens' comments?

**6. NEW BUSINESS**

- A. Consider the request of John Lass, agent on behalf of the property owners, Centerpoint Wispark Land Co II LLC, for the properties located at the southeast corner of 116th Street and 88th Avenue for approval of a Certified Survey Map to correct CSM 2762 and to dedicate additional right-of-way along 116th Street.**

Jean Werbie-Harris:

Mr. Chairman and members of the Plan Commission this is the request of John Lass, agent on behalf of the property owners, Centerpoint Wispark Land Co II LLC, for the properties located at the southeast corner of 116th Street and 88th Avenue for approval of a certified survey map to correct CSM 2762 and to dedicate additional right-of-way along 116th Street.

On May 19, 2014, the Board approved a CSM 2762 at the request of the petitioner to subdivide the properties at the southeast corner of 116th Street and 88th Avenue for proposed development. The CSM at that time incorrectly identified the right-of-way for a portion of Lot 2 that was dedicated pursuant to a previous CSM 2622. This new CSM corrects the error and also dedicates additional right-of-way along 116th Street for the remainder of Lot 2 and Outlot 1.

So to explain to clarify, there were two CSMs, one that kind of brought this part of the property to the east and then a second CSM that overlapped and brought these two properties. The original certified survey map dedicated 50 feet from center for the future widening of 116th Street which took part of this area as well. And then when we brought this CSM that dedication that was shown was only 40 feet. So in actuality what happened was the certified survey map actually reversed part of that dedication and then did not dedicate enough.

So in speaking with Kenosha County the purpose of this CSM is to correct that error that was made, and actually to correct show a 50 foot wide dedication from center along County Trunk Highway ML. And the petitioner has prepared this, and staff recommends approval as presented.

Tom Terwall:

Questions or comments?

Michael Serpe:

So moved.

Wayne Koessl:

Second, Chairman.

Tom Terwall:

**IT'S BEEN MOVED BY MICHAEL SERPE AND SECONDED BY WAYNE KOESSL TO SEND A FAVORABLE RECOMMENDATION TO THE VILLAGE BOARD TO APPROVE THE CSM SUBJECT TO THE TERMS AND CONDITIONS OUTLINED IN THE STAFF MEMORANDUM. ALL IN FAVOR SIGNIFY BY SAYING AYE.**

Voices:

Aye.

Tom Terwall:

Opposed? So ordered.

**B. Consider the request of Michael and Randell Cenni owners of the property located at 11101 8th Avenue for approval of a Lot Line Adjustment between their property and the property to the north located at 11051 8th Avenue owned by the Cenni Revocable Trust (Lance and Susan Cenni Trustees).**

Jean Werbie-Harris:

Mr. Chairman and members of the Plan Commission and the audience, this is the request of Michael and Randell Cenni, owners of the property located at 11101 8th Avenue, and this is for the approval of a lot line adjustment between their property and the property to the north at 11051 8th Avenue owned by the Cenni Revocable Trust, Lance and Susan Cenni Trustees.

The properties, again, located at 11101 8th Avenue is identified as 93-4-123-304-1746, and the second property identified as 11051 8th Avenue is also referred to as 93-4-123-304-1752). They proposing to adjust the properties between. As shown on the lot line adjustment, specifically, the portion of the property being transferred had a detached garage with an attached deck, and they are looking to attach that particular structure to this northern property. So there would be a lot line adjustment, this would be one parcel that's located to the east of 8th Avenue, and then this would be the second property east of 8th Avenue.

Pursuant to the plat of survey it appears that there is an existing driveway, however, at 11051 8th Avenue that encroaches onto the property at 11101 8th Avenue. So I have just spoken with the property owners, and it's recommended that they either saw cut the driveway so that the driveway is completely on one property or the other, or they need to record an easement so that it's very clear that the adjacent property has the right and access for the driveway. So that's the only thing

that's going on with this. There's an area right here and then there's an area right here as shown on the slide where that driveway criss-crosses onto the adjacent property. And since they intend to sell the property it's in the best interest and as required by ordinance we need to make sure that driveways are only on the property for which they serve.

So they indicated to me that they intend to do some saw cutting of that driveway so that there is no easement that will be needed. And after the Plan Commission approves they will need to go through that process of getting that correct. And then they'll just submit a revised lot line adjustment for the signatures.

The properties are both zoned R-6, Urban Single Family Residential District. This district requires that the lots be a minimum of 6,000 square feet, and they do meet that minimum, and 60 feet in lot width, and they meet that minimum as well. So after the adjustment both lots will continue to meet the minimum lot area and lot width of that R-6 District. The lot line adjustment will comply with the requirements set forth in the Village ordinance as well as the Land Division and Development Control Ordinance subject to approval by the Plan Commission and the Board and subject to that correction that's made with respect to the driveway so it does not encroach onto the adjacent land.

Michael Serpe:

If they saw cut how much are they cutting off? Mike?

Mike Pollocoff:

Not a lot.

[Inaudible]

Jean Werbie-Harris:

I need to have you come up to the microphone and give your name and address for the record.

Lance Cenni:

Hi, my name is Lance Cenni from 11051 8th Avenue in Pleasant Prairie. The area --

Michael Serpe:

Take the microphone with you, Randy.

Lance Cenni:

This area that Jean has it on is a very non-issue. In other words it's just a little bit of a crescent that it's not going to change anything in the driveway at all. Same thing with the other one. It's more of a look. It has nothing to do with the functional part of the driveway at all. It was one of those shot where when we were putting in the concrete it sort of got a little carried away, and I guess we got a little carried away.

Michael Serpe:

Rather than send it back on the truck you used it.

Lance Cenni:

It shouldn't be an issue at all. It's not going to change the function of the driveway at all, and it actually won't even make it look bad either.

Michael Serpe:

Alright, thanks.

Tom Terwall:

Jean, do our zoning ordinances prevent the driveway to be right all the way to the lot line?

Jean Werbie-Harris:

If it would be current today no, they would require a five foot setback. But this is a pre-existing driveway. It was prior to the ordinance going into effect for the driveway setback.

Tom Terwall:

Any other questions or comments?

John Braig:

Move approval.

Judy Juliana:

Second.

Tom Terwall:

**IT'S BEEN MOVED BY JOHN BRAIG AND SECONDED BY JUDY JULIANA TO SEND A FAVORABLE RECOMMENDATION TO THE VILLAGE BOARD TO APPROVE THE LOT LINE ADJUSTMENT SUBJECT TO THE TERMS AND CONDITIONS OUTLINED IN THE STAFF MEMORANDUM. ALL IN FAVOR SIGNIFY BY SAYING AYE.**

Voices:

Aye.

Tom Terwall:

Opposed? So ordered. Before the Village Board can approve this will they have to have completed that saw cut or not?

Jean Werbie-Harris:

I think we can do it subject to because I will not have you or the President or the Clerk sign it until the document is corrected. But this way at least they can go forward on the Village Board's agenda on Monday night probably as a consent item and get it approved subject to this happening.

**C. Consider Plan Commission Resolution #14-15 to initiate amendments to the Village Comprehensive Plan and to the Zoning Map for the vacant property generally located on 3rd Avenue at the 11300 block known as Lot 20 of Block 16 in Carol Beach Estates Subdivision Unit #2 and further identified as Tax Parcel Number 93-4-123-304-0085 as a result of a wetland staking being completed.**

Jean Werbie-Harris:

Mr. Chairman and members of the Plan Commission and the audience, this is Plan Commission Resolution 14-15 to initiate amendments to the Village Comprehensive Plan and to the Zoning Map for a vacant property generally located on 3rd Avenue at the 11300 block known as Lot 20 of Block 16 in the Carol Beach Estates Subdivision Unit 2. It's further identified as Tax Parcel Number 93-4-123-304-0085. And this is as a result of a wetland staking being completed.

And, again, Resolution 14-15, on August 24, 2012 the Village received an application from Ms. Susan Weyers on behalf of the property owner, Johnson Bank, to redelineate the wetlands on the vacant property generally located on 3rd Avenue at the 11300 block known as Lot 20 of Block 16 in Carol Beach Estates Unit 2. It's identified as Tax parcel 93-4-123-304-0085.

On October 4, 2012, the Regional Planning Commission conducted a wetland staking by their biologist. On September 24, 2014, the Village received a letter provided as Exhibit 1 from SEWRPC approving the plat of survey as shown on Exhibit 2. And in accordance with the Village of Pleasant Prairie 2035 Comprehensive Plan upon the completion of a wetland staking the 2035 Land Use Plan Map 9.9 shall be amended to reflect the wetland staking.

In accordance with the Village of Pleasant Prairie Zoning Ordinance C-1 Lowland Resource Conservancy District requirements that are in effect, the Plan Commission shall initiate the appropriate action to change the zoning map in order to conform to the wetland delineation as approved. The Plan Commission by this resolution then hereby initiates and petitions to amend the 2035 Land Use Plan Map 9.9 and the official zoning map. The proposed amendments are being referred to the Village staff for further study and recommendation.

The Plan Commission is not by this resolution making any determinations regarding the merits of the case but is only initiating the process by which the amendment will be presented back to the Plan Commission for public hearing and considered by the Village Board. The public

participation plan does require that adjacent property owners be notified through a 30 day public notice prior to this coming back before the Plan Commission and Board for consideration as part of the Comprehensive Plan amendment. With that the staff recommends approval of Resolution 14-15 as presented.

Tom Terwall:

Comments or questions?

Wayne Koessl:

I move approval, Mr. Chairman.

Jim Bandura:

Second.

Tom Terwall:

**IT'S BEEN MOVED BY WAYNE KOESSL AND SECONDED BY JIM BANDURA TO APPROVE RESOLUTION 14-15 SUBJECT TO THE TERMS AND CONDITIONS OUTLINED IN THE STAFF MEMORANDUM. ALL IN FAVOR SIGNIFY BY SAYING AYE.**

Voices:

Aye.

Tom Terwall:

Opposed? So ordered.

## **7. ADJOURN.**

Judy Juliana:

So moved.

John Braig:

Second.

Tom Terwall:

All in favor signify by saying aye.



Voices:

Aye.

Tom Terwall:

That's the shortest meeting I think. Thank you.

**Meeting Adjourned: 6:13 p.m.**

- A. **PUBLIC HEARING AND CONSIDERATION OF A ZONING TEXT AMENDMENT** to consider an amendment to Section 420-139 B (2) (b) of the Village Zoning Ordinance related to the required street setback for access to a Manufactured Home/Mobile Home within a licensed park.

**Recommendation:** Village staff recommends that the Plan Commission send a favorable recommendation to the Village Board to approve the Zoning Text Amendment as presented.

## VILLAGE STAFF REPORT OF NOVEMBER 10, 2014

**CONSIDERATION OF A ZONING TEXT AMENDMENT** to consider an amendment to Section 420-139 B (2) (b) of the Village Zoning Ordinance related to the required street setback for access to a Manufactured Home/Mobile Home within a licensed park.

*The owners of Westwood Manufactured Home Park are requesting an amendment to the Village Zoning Ordinance to allow for the setback for a deck and porches (including the steps and stairs) be allowed to encroach in the required street setback a maximum of four (4) feet to allow for the minimum required deck/porch area for the required ingress/egress to a manufactured home.*

The R-12 District requires that all manufactured homes be setback a minimum of 30 feet as measured from the foundation to the private street or a public right-of-way, with an exception to allow for a reduced setback to the average of the existing abutting homes provided that the setback is not less than 10 feet from a Village right-of-way or less than five feet from a private roadway. The Village street setback for decks and porches (including step and stairs) requires that the deck/porch (steps and stairs) meet the same minimum setback as the manufactured home.

The amendment would allow for the setback for a deck and porch (including the steps and stairs) to be allowed to encroach in the required street setback a maximum of four (4) feet in order to allow for the minimum required deck or porch area for the required ingress/egress to a manufactured home.

Section 420-139 B (2) (b) is proposed to be amended to read (**yellow highlighted and bolded wording to be added**):

"The required street setback distance of principal structures for all manufactured/mobile homes located within a licensed park as of January 1, 1998, may be decreased to the average of the existing street setback distance of the abutting structures on each side, but in no case shall the setback distances be reduced to less than 10 feet from a Village right-of-way or to less than five feet from a private roadway (**as measured from the back of curb or road pavement**). **The required street setback distance for the deck or a porch (including steps or stairs) used for the minimum required ingress or egress into any manufactured/mobile homes located within a licensed park may encroach up to four feet into the required street setback but in no case shall the setback distance be reduced to less than 10 feet from a Village right-of-way or less than five feet from a private roadway (as measured from the back of curb or road pavement).**"

Village staff recommends that the Plan Commission send a favorable recommendation to the Village Board to approve the Zoning Text Amendment as presented.



Filed 10/22 2014 Published 10/27 2014  
 Public Hearing 11/10 2014 11/3 2014  
 Fee Paid 10/22 2014 Approved \_\_\_\_\_ 20\_\_\_\_  
 Notices Mailed N/A 20\_\_\_\_ Denied \_\_\_\_\_ 20\_\_\_\_

**VILLAGE OF PLEASANT PRAIRIE, WISCONSIN  
 ZONING MAP AND TEXT AMENDMENT APPLICATION**

To: Village Plan Commission & Village Board of Trustees of the Village of Pleasant Prairie:

I, (We), the undersigned owner(s)/agent do hereby petition the Village Board to amend the Village of Pleasant Prairie Zoning Map as hereinafter requested.

It is petitioned that the following described property be rezoned from the present N/A District(s) to N/A District(s). The property petitioned to be rezoned is located at: \_\_\_\_\_ and is legally described as follows: \_\_\_\_\_ (address) N/A

Tax Parcel Number(s): N/A

The proposed use for this property is: N/A

Petitioner's interest in the requested rezoning: N/A

Compatibility with adjacent land uses: N/A

I (We) are also requesting a Zoning Text Amendment to amend Section 420-139 of the Village Zoning Ordinance. To Allow an exception to front landing and stairs for an entrance

I (We), have contacted the Community Development Department to arrange a pre-application meeting to discuss the proposed request to determine additional information that may be needed for this request. to a manufactured home.

I, (We), hereby certify that all the above statements and attachments submitted herewith are true and correct to the best of my knowledge.

**PROPERTY OWNER:**

**OWNER'S AGENT:**

Print Name: MHC Westwood Estates

Print Name: \_\_\_\_\_

Signature: Kendra Corkins Kendra

Signature: \_\_\_\_\_

Address: 7801-88th Avenue Corkins

Address: \_\_\_\_\_

Pleasant Prairie WI 53158  
 (City) (State) (Zip)

(City) (State) (Zip)

Phone: 262-694-1233

Phone: \_\_\_\_\_

Fax: 262-694-4400

Fax: \_\_\_\_\_

Email: westwoodestates\_mgr@equitylifestyle.com

Email: \_\_\_\_\_

Date: 10-22-14

Date: \_\_\_\_\_

ORD. NO. 14-\_\_\_\_

**ORDINANCE TO AMEND  
THE VILLAGE ZONING ORDINANCE (CHAPTER 420)  
RELATED MODIFICATIONS AND EXCEPTIONS FOR REQUIRED STREET SETBACK  
FOR ACCESS TO A MANUFACTURED HOME/MOBILE HOME  
IN THE VILLAGE OF PLEASANT PRAIRIE, KENOSHA COUNTY, WISCONSIN**

**THE VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF PLEASANT PRAIRIE,  
KENOSHA COUNTY, WISCONSIN, DO HEREBY ORDAIN THAT SECTION 420-139 B  
(2) (b) RELATED REQUIRED STREET SETBACK FOR ACCESS TO A MANUFACTURED  
HOME/MOBILE HOME IS HEREBY AMENDED TO READ AS FOLLOWS:**

- (b) The required street setback distance of principal structures for all manufactured/mobile homes located within a licensed park as of January 1, 1998, may be decreased to the average of the existing street setback distance of the abutting structures on each side, but in no case shall the setback distances be reduced to less than 10 feet from a Village right-of-way or to less than five feet from a private roadway **(as measured from the back of curb or road pavement). The required street setback distance for the deck or a porch (including steps or stairs) used for the minimum required ingress or egress into any manufactured/mobile homes located within a licensed park may encroach up to four feet into the required street setback but in no case shall the setback distance be reduced to less than 10 feet from a Village right-of-way or less than five feet from a private roadway (as measured from the back of curb or road pavement).**

**Adopted this \_\_\_\_ day of \_\_\_\_\_, 2014.**

VILLAGE OF PLEASANT PRAIRIE

ATTEST:

\_\_\_\_\_  
John P. Steinbrink  
Village President

\_\_\_\_\_  
Jane M. Romanowski  
Village Clerk

Posted: \_\_\_\_\_

\_\_\_ - manufacture home exception