

PLAN COMMISSION
Monday, August 4, 2025

The regular meeting of the Plan Commission of the City of Platteville was called to order by Plan Commission Chair Barbara Daus at 7:00 PM in the Common Council Chambers of the Municipal Building.

ROLL CALL:

Present: Bob Gates, Eileen Nickels, Rick Anderson, Robert Vosberg, Tim Durst, Ciara Miller, and Barbara Daus.

Absent: None.

APPROVE MINUTES – July 7, 2025

Motion by Gates, second by Nickels to approve the July 7, 2025, minutes as presented. Motion carried 6-0 on a roll call vote.

CONDITIONAL USE PERMIT – Home Occupation at 150 Rountree Avenue

The applicant has a contingent offer to purchase the property at 150 Rountree Avenue, which is currently a single-family home. The applicant would continue to use the property as a residence, but would also like approval to use the property for small public and private events. This use would be classified as a Type 3 Home Occupation, which requires approval as a Condition Use. The primary use of the property would remain a single-family residence. A Type 3 Home Occupation is classified as a business operated out of a residence that involves customers and clients routinely coming to the property and may include exterior activities. The ordinance states that home occupations shall occupy no more than 45 percent of the residence. Interior activities shall be limited to the hours between 7:00 am and 10:00 pm, and exterior activities shall be limited to the hours between 8:00 am and 8:00 pm, unless altered by the Council. Violation of any of the standards or conditions of approval could result in revocation of the home occupation approval. The ordinance states that "the occupation shall not be harmful or detrimental to the health, welfare, and safety of the neighborhood, nor shall it interfere with the comfortable enjoyment of life, property, and recreation by residents of the area." The ordinance also includes a standard that "No use shall create smoke, odor, glare, noise, dust, vibration, fire hazard, electrical interference, excess trash, or any nuisance not normally associated with the usual residential use in the district." The location has some off-street parking available on the two driveways of the residence. Otherwise, the users would need to park on the street. All of the uses listed as examples of activities that could take place on the property are activities that occur routinely in residences in the city. The difference is the frequency of these activities taking place at one location. Due to the location being adjacent to two commercial properties and in the vicinity of downtown, none of these activities would be out of place for this property. Community Development Director Carroll recommended having a maximum occupancy limit included in the approval to make sure the activities aren't significantly different than the types of uses commonly occurring on residential properties. Staff recommends approval of the Conditional Use Permit for a Type 3 Home Occupation at 150 Rountree Avenue to allow for a private event center with the following conditions: Interior activities shall be limited to the hours between 7:00 am and 10:00 pm, and exterior activities shall be limited to the hours between 8:00 am and 8:00 pm; business activities on the property shall be limited to the interior parlors and dining areas, to the exterior courtyard, and the east porch and lawn. Monica and David Miller, 150 Rountree Avenue spoke in favor, Connie Gronemus, 310 Rountree sent an email in favor, LuAnn and Chuck Bowman, 232 Tamarac Trace sent email in favor, Penelope Roberts, 415 N Second Street registered in favor, Ruth Jones, 185 Bayley Avenue spoke against, Cheryl Troester, 155 Bayley Avenue spoke against, Cindy Tang, 995 Highbury Circle spoke against, Penelope Roberts, 415 N Second Street spoke in favor. Motion by Miller, second by Anderson Motion to approve a Conditional Use Permit for a Type 3 Home Occupation at 150 Rountree Avenue to allow a small event center with the following conditions: interior activities shall be limited to the hours between 7:00 am and 10:00 pm, and exterior activities shall be limited to the hours between 8:00 am and 8:00 pm., business activities on the property shall be limited to the interior

parlors and dining areas, to the exterior courtyard, and the East porch and lawn, the Conditional Use Permit shall be limited to the current applicant, any subsequent owner would need to reapply, no amplified sound shall be allowed on the courtyard or outside areas, there shall be a 1-year review of the permit, there should be a maximum occupancy limit for the property – the applicant shall provide a suggested number for consideration and approval by the Council. Motion carried 6-0 on a roll call vote.

DESIGN STANDARDS

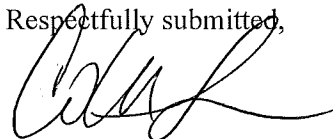
The City currently has design standards for new commercial buildings and new multi-family developments (three or more units). The commercial standards technically apply to all new commercial buildings, but they were written specifically for large-scale developments, such as Walmart and Menards. Likewise, the multi-family standards apply to any building with three or more units, but were targeted at the larger apartment buildings. The Council President has requested that this item be added to the Plan Commission agenda to discuss adopting design standards that would apply to buildings in the R-2 zoning district, specifically new duplexes. Community Development Director Carroll presented examples of design standards from other municipalities and a design standard guide. There was discussion on the possible advantages or disadvantages of having a design standard and the option of making it neighborhood-specific, applying to single-family development also. The idea of using a Planned Unit Development would be an option. Plan Commission Chair Daus requested that Community Development Director Carroll bring examples from the City's comparable communities and asked members to consider what they would like to have in the standard, using the current multi-family development design standard as a starting point.

SCHEDULE SEPTEMBER MEETING – Due to the Labor Day holiday, the September meeting will be held on Tuesday, September 2, 2025, at 7:00 pm.

ADJOURN:

Motion by Nickels, second by Vosberg to adjourn. Motion carried 6-0 on a roll call vote.

Respectfully submitted,

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

Colette Steffen, City Clerk