

**City of Franklin  
Plan Commission Meeting  
March 21, 2024  
Minutes**

Approved  
**April 4, 2024**

**A. Call to Order and Roll Call**

Aldерwoman Courtney Day called the March 21, 2024 Plan Commission meeting to order at 6:00 p.m. in the Council Chambers at Franklin City Hall, 9229 West Loomis Road, Franklin, Wisconsin.

Present were Aldерwoman Courtney Day, City Engineer Glen Morrow and Commissioners Kevin Haley, Patrick Leon and Patricia Hogan. Excused were Mayor John Nelson and Commissioner Michael Shawgo. Also present were City Attorney Jesse Wesolowski, Principal Planner Régulo Martínez-Montilva and Director of Economic Development, John Regetz.

**B. Approval of Minutes – Regular Meeting of March 7, 2024**

Commissioner Leon moved and Commissioner Hogan seconded a motion to approve the March 7, 2024 meeting minutes with corrections. On voice vote, all voted ‘aye’; motion carried (4-0-1).

**C. Public Hearing Business Matters**

**1. Update to the Unified Development Ordinance (UDO) fee schedule** for zoning and land division procedures, UDO Section 15-9.0401.

Principal Planner Martínez presented the request.

The Official Notice of Public Hearing for zoning and land division procedures, UDO Section 15-9.0401 was read in to the record by Principal Planner Martínez and the Public Hearing opened at 6:13 pm and closed at 6:13 pm.

Commissioner Leon moved and Commissioner Haley seconded a motion to put over to a meeting date to be determined by staff. On voice vote, all voted ‘aye’; motion carried (4-0-1).

**2. Amendment to Plan Commission administrative procedures.** Proposal to change meeting frequency to once a month.

Principal Planner Martinez-Montilva presented the request.

The Official Notice of Public Hearing for a proposal to change meeting frequency to once a month was read in to the record by Principal Planner Martinez-Montilva and the Public Hearing opened at 6:34 pm and closed at 6:34 pm.

City Engineer Morrow moved and Commissioner Leon seconded a motion to deny the subject item. On voice vote, all voted ‘aye’; motion carried (4-0-1).

- Jilly's LLC, Extension of Special Use.** Request for renewal of Special Use Res. No. 2023-7959, to allow for a drive-through car wash facility (Jilly's Car Wash), upon property located at 5484 W Rawson Ave. (741 9002 000).

Principal Planner Martinez-Montilva presented the request and application. Applicant's representative Shawn Cursey was present.

The Official Notice of Public Hearing for renewal of Special Use Res. No. 2023-7959, to allow for a drive-through car wash facility (Jilly's Car Wash), upon property located at 5484 W Rawson Ave. (741 9002 000) was read in to the record by Principal Planner Martinez-Montilva and the Public Hearing opened at 6:51 pm and closed at 6:52 pm.

Commissioner Leon moved and Commissioner Haley seconded a motion to recommend approval of a Resolution to amend Resolution No. 2023-7959, a Resolution imposing conditions and restrictions for the approval of a Special Use for the development of a single-story building housing offices and a car wash facility (Jilly's Car Wash), with adjacent parking for vacuum stalls as well as general parking, three separate pay stations, landscaping and lighting upon property located at 5484 West Rawson Avenue (by Jonathan J. Zimmerman, president, Jilly's, LLC, applicant, Devo Properties/Rawson LLC, property owner), to extend the time for commencement of the special use development. On voice vote, all voted 'aye'; motion carried (4-0-1).

#### **D. Business Matters**

- Allis Roller Special Use amendment.** Request to allow for parking and drives without curb and gutter, as well as outdoor storage, upon property located at 5801 W. Franklin Drive (931 9001 000). [The Plan Commission held a public hearing on this matter on March 7, 2024]

Principal Planner Martinez-Montilva and Fire Chief Mayer presented the Special Use Amendment application. Applicants Dave Dohl and Operation Manager, Matthew were present.

Commissioner Hogan moved and City Engineer Morrow seconded a motion to recommend approval of a Resolution to amend Resolution No. 2003-5502 imposing conditions and restrictions for the approval of a Special Use for 5801 West Franklin Drive (Allis Roller LLC, property owner). On voice vote, all voted 'aye'; motion carried (4-0-1).

- Potential Utilization of a Public Hearing Process When So Determined by a Decision-Making Body When Such Process Is Not Required by Federal or State Law or Local Government Ordinance.**

City Attorney Wesolowski presented this item.

City Engineer Morrow moved and Commissioner Leon seconded a motion to amend the administrative procedures to allow for a public comment period under business matter related to business matters only on the agenda. On voice vote, all voted 'aye'; motion carried (4-0-1).

Commissioner Leon left the meeting at 7:57 p.m.

2. **Boomtown LLC, Certified Survey Map (CSM).** Request to create four residential lots upon property located at 11607 W Ryan Road (891 9989 005).

City Engineer Morrow moved and Commissioner Hogan seconded a motion to table to the April 4, 2024 Plan Commission meeting. On voice vote, all voted 'aye'; motion carried (4-0-2).

3. **Dorner Inc. Temporary Use.** Request to allow for the storage of construction materials and equipment for City of Franklin Water Transmission Main Project until May 31, 2024 upon property located at 9954 W St. Martins Road (840 9984 000).

Principal Planner Martinez-Montilva presented the Temporary Use.

Commissioner Hogan moved and Alderwoman Day seconded a motion to recommend approval of a Resolution imposing conditions and restrictions for the approval of a Temporary Use for the storage of construction materials and equipment located at 9954 W. St. Martins Road, (Dorner, Inc., applicant). On voice vote, all voted 'aye'; motion carried (4-0-2).

5. **Department of City Development Annual Report: 2023.**

Principal Planner Martinez-Montilva presented this item.

City Engineer Morrow moved and Commissioner Hogan seconded a motion to accept and place on file. On voice vote, all voted 'aye'; motion carried (4-0-2).

**E. Adjournment**

Commissioner Haley moved and Commissioner Hogan seconded to adjourn the meeting at 8:06 p.m.. On voice vote, all voted 'aye'; motion carried (4-0-2).