

**July 2, 2019 5:30 PM**

**Call to Order:** The Plan Commission Meeting was called to order by Chairman William Devine at 5:37 PM.

**Roll Call:** Chairman William Devine, George Beasley, Joe Duesler, Rich Jacobson, Carl Johnson, and LeAnna Rittmann were present. Lois Rethard were absent.

**Others Present:** Town Attorney John Miller, Town Engineer Robert Roth, Supervisor Irma Brockley, Clerk Marlo Gustafson, Jerry Foellmi, and Bill Kayartz were also present.

**Approval of Agenda:** Motion by Beasley/Rittmann to approve agenda as posted. All in favor by call of roll.

**Approval of Prior Meeting Minutes:** Motion by Jacobson/Beasley to approve the minutes of June 4, 2019 as presented. All in favor by call of roll.

**Access Permit Application and Agreements Relating to Lakeside Drive – Portage**

**Country Club:** Engineer Roth addressed the Plan Commission regarding the Portage Country Club Cart Path Overall Layout Map dated July 1, 2019. The map documents the collaborative efforts by both parties to confirm PCC's modifications to its use of Lakeside Drive. Each point of interest was explained, reflective of mutual agreements/understandings between the parties. The map depicts the three existing gravel improvements to be returned to grass and includes the realignment of the PCC golf cart path on Portage Country Club land outside the Lakeside Drive right-of-way. Most of the path will be 10 feet wide except at the "pinch point" area, which allows for a 6-foot wide path. This "pinch point" is proposed within Lakeside Drive/North Shore Drive right-of-way, adjacent to the existing pavement, for a limited portion of 228 square feet for "Cart Path Easement" as described by the Easement Agreement between PCC and the Town of Pacific. A designated crossing point is shown on W. North Shore Drive in the Town of Wyocena portion of right-of-way. PCC representatives stated the club plans to pave the improvements and will handle maintenance of this path and will keep it in a good state of repair. Signage was discussed as well as striping for safety in certain areas provided by PCC at PCC's expense. Also provided is a post/chain gate system, shown on the map in the original location of the Emergency Access Easement where it meets with Lakeside Drive right-of-way. Town Attorney Miller went through several supporting legal documents and recommendations were made regarding wording in the documents. The Portage Country Club Cart Path Overall Layout Map will be "formalized" by PCC prior to

the Town Board meeting. Motion by Beasley/Rittmann to recommend to the Town Board to approve the Emergency Access and other documents subject to other changes being recommended by the Town's Attorney and the Town's Engineer. All in favor by call of roll.

**Building Inspection Report:** Report was reviewed.

**Other Reports:** None.

**Correspondence:** None.

**Adjourn:** Motion by Jacobson/Johnson to adjourn at 7:30 p.m. All in favor by call of roll.

Marlo Gustafson, Recording Secretary