

January 4, 2022 5:30 PM

Call to Order: The Plan Commission Meeting was called to order by Chairman Devine at 5:30 PM.

Roll Call: Chairman William Devine, Rich Jacobson, Dan Kastenholz, Supervisor Julie Kayartz, LeAnna Rittmann, and Ken Ryczek were present.

Others Present: Town Attorney John Miller, Town Engineer Robert Roth, Clerk Marlo Gustafson, Supervisor Irma Brockley, Supervisor Steven Pate, Pat Schnering, Dorothy Rebholz, Nan Rebholz, James Watson, David Scott, and James Hinkley were also present.

Verification of Public Notice: The Public Hearing Notice was posted and published according to law and sent to neighboring property owners within 500 feet. The agenda was also posted and published according to law.

Public Hearing: Chairman Devine opened the public hearing at 5:31 PM. Chairman Devine read the Public Hearing notice aloud. James Hinkley introduced himself and explained why he was applying for a variance. Steven Pate, Irma Brockley, James Watson, Jr., and Dorothy Rebholz spoke in favor of granting the variance. The public hearing closed at 5:56 PM.

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

Approval of Prior Meeting Minutes: Motion Kayartz/Rittmann to approve the minutes of November 2, 2021 as presented. All in favor by call of roll.

Hinkley Living Trust Variance Application: The property owner of Tax Parcel 11032-12, W7327 1st Street, Portage, is requesting a variance to the rear property line in order to construct a 10' x 20' deck. The existing residence was constructed approximately 17.72 feet from the southern rear property line. The proposed setback will be 7.72 feet from the rear yard property line. Town Engineer Robert Roth discussed his review of the submitted documents and read aloud from his Recommendation Letter dated December 28, 2021, in which he recommended that the Plan Commission deny the variance application on the grounds of lack of hardship, lack of a unique property condition, and presence of a potential public precedence issue on 1st Street locally, as well as Town-wide. He then answered questions regarding the property and the variance request. Motion by Jacobson/Kayartz to recommend to the Town Board to approve the variance. Jacobson, Kastenholz, Kayartz, Rittmann, and Ryczek were in favor. Devine was opposed.

Building Inspection Report: Report reviewed.

Other Reports: None.

Correspondence: None.

Adjourn: Motion by Kayartz/Ryczek to adjourn at 6:42 p.m. All in favor by call of roll.

Marlo Gustafson, Recording Secretary