

March 2, 2021 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, Carl Johnson, Steve Pate, LeAnna Rittmann and Ken Ryczek were present.

Others Present: Town Attorney John Miller, Town Engineer Robert Roth, Clerk Marlo Gustafson, Supervisor Craig Cawley, Supervisor Irma Brockley, Bill Tews, Don Voss, Darin Gardner, Ken and Elaine Rieder, Donna Pritchard, Jeff Iverson, Judy Raimer, and Julie Kayartz 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 300'. 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. Town Engineer Robert Roth addressed the audience with information on the Town's review of the required documents. Residents Judy Raimer, Donna Pritchard and Elaine Rieder expressed concerns. Supervisor Irma Brockley expressed her concerns. The potential buyer of the property, Darin Gardner, addressed the questions and concerns. Don Voss also addressed some of the concerns. The public hearing closed at 6:02 PM.

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

Approval of Prior Meeting Minutes: Motion Jacobson/Johnson to approve the minutes of January 5, 2021 as presented. All in favor by call of roll.

CUP for Parcel 253.01 for Multi-Family Use Apartment Building: Donald Voss, on behalf of the Raymond W. Voss Revocable Trust dated 1/18/2017 and Portage Oneida Properties LLC and The Gardner Co. Inc., has submitted a set of review documents to the Town for a Conditional Use Permit (CUP) for the purpose of converting N6186 US Highway 16/51 into an apartment building, not to exceed 9 units. The property/building has a history of use as a motel and includes a detached garage/accessory structure. The property is zoned C-1 Light Commercial. Town Engineer, Robert Roth, read through his review letter dated February 25, 2021. Items typically evaluated within the highway corridor were discussed. It was discussed that a septic system evaluation is required by Columbia County based on the Summary Report from Planning & Zoning. The Town will require a more detailed Site Plan to show proposed landscaping improvements, lot line screening in the form of trees/shrubs or fencing, and screening for trash management. Darin Gardner stated that he plans to install security cameras on the property, and it was recommended that the security camera location(s) be added to the Site Plan. The encroachment of a movable semi-trailer in the rear yard shall be relocated or removed and specified on the Site Plan. A maintenance agreement for lot line screening will be required. A detailed lighting plan to show lighting levels will be required. Parking lot maintenance and striping will be required. It was recommended that the remnant driveway stub be

removed. There was discussion in regard to examining the location and width of the access driveway off of Dunning Road. If there is no longer a purpose for the sign, its removal was recommended. A copy of the rental agreement was requested as part of the approval process to address occupancy rules and vehicle storage regulations. Façade improvements must be shown on a drawing. Applicants were instructed to work with the Town's Engineer and the Town's Attorney to compile all of the required documents for review at the Town's April Plan Commission meeting. The applicants signed a request for an extension to the 60-day review period as provided by Columbia County Zoning. Motion Jacobson/Johnson to table until April's meeting. All in favor by call of roll.

Erosion Control and Work in Town Right of Way Permits – Alliant Energy Underground Electric Rebuild – Sandhill Crane Road: The submitted plan meets Town Ordinances and all specifications. It was requested that Alliant Energy provide landowners with a 1-2 week notice prior to commencing the project. Motion by Pate/Jacobson to recommend approval of the Applications to the Town Board incorporating those conditions recommended by the Town Engineer in his review letter dated February 26, 2021. All in favor by call of roll.

Pacific Ridge Issue – Maintenance of Outlots and Stormwater Improvements: More information may be available next month.

Reschedule April Plan Commission Meeting: The meeting will be held on Tuesday, April 13, 2021 at 5:30 p.m.

Building Inspection Report: Report reviewed.

Other Reports: Brian Clepper of Alliant Energy/Columbia Energy Center provided a set of slides with upcoming plant projects and start dates. The project slides were not viewed or discussed and will be put in next month's packet for review. The projects are currently in the planning stage and no applications have been submitted.

Adjourn: Motion by Ryczek/Pate to adjourn at 7:09 p.m. All in favor by call of roll.

Marlo Gustafson, Recording Secretary