

March 7, 2017 5:30 PM

The meeting notice was posted according to law. The Portage Daily Register also received notice.

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

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

Others Present: Town Attorney John Miller, Town Engineer Rob Roth, Supervisor Craig Cawley and Jim Grothman.

Approval of Agenda: Motion by Rethard/Jacobson to approve the agenda as posted. All in favor by call of roll.

Approval of Prior Plan Commission Minutes: Motion by Jacobson/Beasley to approve the minutes of February 7, 2017 as presented. All in favor by call of roll.

CSM Review – Portage Country Club: On behalf of Portage Country Club (PCC), Grothman and Associates has submitted a Certified Survey Map (CSM) showing the division of rural land to accommodate a land sale. The survey includes lands in multiple other taxing jurisdictions (Towns of Marcellon and Wyocena). CSM #5798 was submitted to create Lot 1 (with parcels in multiple taxing jurisdictions) for the sale of Lot 1. This parcel was proposed at 41.5 acres and was split off a larger parcel owned by PCC of approximately 128.5 acres. The portion in the Town of Pacific is 22.83 acres. The new 41.5-acre parcel is 100% wetlands with minimal ability for development and minimal ability for a future change of use. There will be no change of drainage and no improvements are contemplated in this action. CSM #5804 is a survey of the 87-acre remnant creating Lot 1 (with parcels in multiple taxing jurisdictions), to remain in PCC ownership. The Declaration of Covenants, Conditions & Restrictions is filed for Lot 1 of CSM #5798 to declare the rights and obligations of the separate owners where there are potential conflicting uses of adjoining land. The Declaration of Access & Parking Easement Agreement is filed for Lot 1 of CSM #5798 for the benefit of the newly created 41.5-acre parcel and to establish the terms and conditions of this easement to the owners, including maintenance. The basis of the easement agreement is to allow pedestrian and limited ATV access through the country club lands, including a small area designated for parking use.

The Waiver of Road Frontage Requirement provides Columbia County Planning & Zoning documentation that the newly created 41.5-acre lot is approved without having frontage on a public road. From a Town of Pacific standpoint, the Town's Land Division Ordinance 440-36(F) requires that a lot have required frontage on a public right-of-way. The Town's review of this CSM would largely center around this variance and the allowance of an easement to convey limited access to rural lands that are landlocked. Further, the Town of Pacific was not contacted or advised on this CSM as it is passed through the County review. The Town was notified after the fact via the variance notice for the waiver of access.

It was discussed that the Declaration of Covenants should include language requiring town approval before the covenants could be amended or terminated and providing the town with the right to enforce the covenants. Attorney Miller will send Jim Grothman notes on the requested changes to the Covenants. It was discussed to change the town ordinance to 80 acres to match the new county ordinance.

Motion by Jacobson/Duelser to postpone until next month. All in favor by call of roll.

Building Inspection Report: Reviewed.

Other Reports: None.

Correspondence: Supervisor Beasley will follow up on a public nuisance complaint made by a resident on North Shore Drive describing concerns with inconsiderate usage of the golf cart path which runs concurrent with the property.

Adjourn: Motion by Duesler/Beasley to adjourn at 7:30 p.m. All in favor by call of roll.

Marlo Gustafson
Recording Secretary