

April 13, 2021 5:30 PM

Call to Order: The Plan Commission Meeting was called to order by Chair 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, Julie Kayartz, Amanda Knoph, Brian Clepper, Tomas Toro, and Bill Tews were also present.

Verification of Public Notice: Agenda was posted and published according to law.

Approval of Agenda: Motion by Pate/Jacobson 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 March 2, 2021 as presented. All in favor by call of roll.

Columbia Energy Center Projects – Concept Review/Preliminary Consult: Brian Clepper was present to address the Plan Commission regarding future projects and start dates. Town Engineer Robert Roth will work with Brian on the proper applications and permits once the final plans are ready.

Gary & Denise Bierman Property Division & Rezone – Concept Review/Preliminary Consult: Discussion took place and recommendations were made to Amanda Knoph, representative of Gary and Denise Bierman, and Tomas Toro, Grothman & Associates, for making a complete submittal to the Town.

Pacific Ridge Issue – Maintenance of Outlots and Stormwater Improvements: A 150-pound inlet grate was damaged within the stormwater management easement in the rear of Lot 9 in Pacific Ridge. The Homeowner’s Association is responsible for the cost to replace the grate, but the HOA was administratively dissolved. The HOA can be reinstated by paying the back fees to the State. Attorney Miller contacted the developer, Dan Heffron, regarding the maintenance and repair issue. Dan Heffron emailed back that he was in receipt of the letter and would be addressing the issue in the near future. No communication or repair has been made to date. Motion by Pate/Rittmann to have the Town’s Attorney draft a letter to the property owners in Pacific Ridge to inform them of their financial responsibilities and liabilities involved in maintaining the drainage ways and Outlots. The Town Board will hold an Open House for the property owners to answer questions and provide guidance. All in favor by call of roll.

Review/Revise Town Ordinances: Three Ordinance amendments were introduced to help provide clarity for applicants and to provide more continuity in the process. Motion by Pate/Ryczek to recommend to the Town Board to adopt the ordinance amendments with an additional amendment to the parking requirements to reference occupancy and use standards in state code. All in favor by call of roll.

Building Inspection Report: Report reviewed.

Other Reports: Town Chair Devine reported that appointments to the Plan Commission would be made at the next Town Board meeting. Bill Tews reported that the offer to purchase the Voss Revocable Trust Parcel 253.01 had expired and they may not be moving forward with the Conditional Use Permit request to convert the property into an apartment building.

Adjourn: Motion by Jacobson/Johnson to adjourn at 7:31 p.m. All in favor by call of roll.

Marlo Gustafson, Recording Secretary