

May 1, 2018 5:30 PM

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, Carl Johnson, Lois Rethard and LeAnna Rittmann were present. Rich Jacobson was on a planned absence.

Others Present: Town Attorney John Miller, Town Engineer Robert Roth, Clerk Marlo Gustafson, Hal Campbell, Daniel and Nancy Baillies, Attorney Jeffrey Clark, Jerry Foellmi, Jim Grothman, and Chad Holdener were also present.

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

Approval of Prior Meeting Minutes: Motion by Duesler/Rethard to approve the minutes of March 6, 2018 as presented. All in favor by call of roll, with Beasley abstaining.

Portage Country Club Access Permit Application: Jerry Foellmi of General Engineering Company submitted an Access Permit Application on behalf of Portage Country Club Inc. for formal access to Lakeside Drive for emergency connectivity to the future Swan Vista on the Lake residences as required by Columbia County Zoning in their approval of the final plat. Town Engineer Robert Roth summarized his review of the Application and discussed the broad and specific issues relating to Lakeside Drive mentioned in his correspondence to the Plan Commission. Town Attorney John Miller then addressed the Board covering the global issues and specific issues covered in the outline presented by the Town Engineer to the Plan Commission. Attorney Clark then made his presentation on behalf of the Portage Country Club. He discussed the Application and Easement Agreement and the Country Club's proposed draft of the Development Agreement and provided his comments regarding carts crossing and traveling on Lakeside Drive. He noted that fire trucks could exit on to the Country Club's land in an emergency wherever is was feasible and would likely travel the opposite direction than the posted direction on this road to address an emergency. There was general discussion of the issues presented with the representatives of the Country Club who were present. After the discussion, the representatives of the Country Club were asked if they would like the Plan Commission to vote on their application at this meeting or delay action to provide the Country Club with additional time to revise their submittal to further address issues that were being raised. The representatives of the Country Club indicated that they wanted the Plan Commission to vote on their application. Motion by Rethard/Rittmann to recommend to

the Town Board to deny the Access Permit Application based on the issues noted in the staff reports and staff recommendations not being met. All in favor by call of roll.

Baillies/Campbell Certified Survey Map Review: Daniel Baillies of W7755 Patchin Road put up a shed and added pavement and a retaining wall over the lot line onto his neighbor's property, Hal Campbell of W7751 Patchin Road. Mr. Baillies did not apply for a zoning permit or building permit prior to erecting the shed. To remedy this, Jim Grothman presented a preliminary Certified Survey Map adjusting the lot lines to swap land equally between the two neighbors. Both neighbors are left with the required frontage. Motion by Johnson/Rittmann to recommend approval of the Certified Survey Map to the Town Board with Town Engineer's recommendations that applicant apply for a zoning permit through Columbia County and a building permit through General Engineering with double fees for the building permit as required in this situation. All in favor by call of roll. After the vote was taken, Mr. Campbell had questions regarding whether he should have asked for a variance to lot frontage to gain desired front yard footage. It was explained that he would need to provide the Town with a new submittal package for that request and it may be more cost effective to pursue an easement to address his concern.

Comprehensive Planning Review/Update: No time for discussion.

Building Inspection Report: No time to review.

Other Reports: None.

Correspondence: Proposed amendments to County Zoning Code were provided.

Adjourn: Motion by Rethard/Beasley to adjourn at 8:00 p.m. All in favor by call of roll.

Marlo Gustafson, Recording Secretary