

August 6, 2024 5:30 PM

Call to Order: The Plan Commission Meeting was called to order by Chair Pate at 5:31 p.m.

Roll Call: Chair Steven Pate, Rich Jacobson, Supervisor Julie Kayartz, Dan Kastenholz, and Le Anna Rittmann were present. Brad Cook was absent.

Others Present: Commission Secretary/Town Clerk Gustafson, Ted Boffeli, Brian Clepper of CEC, and Supervisor Byron Kershaw were also present.

Verification of Public Notice: The Commission Secretary reported that the agenda was properly posted and published according to law.

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

Approval of Prior Meeting Minutes: Motion Kayartz/Rittmann to approve the minutes of May 7, 2024 as presented. All in favor by call of roll.

Citizen Input on Non-Agenda Topics: None.

Certified Survey Map – Parcel 54.A – W7404 Second Street, Portage: The owner wishes to combine their existing residential lots to create one parcel 0.23 acres in size that fronts on unimproved Third Street. Access to the parcel is from Second Street to the southwest through a gravel driveway that crosses two other properties with different owners. The surveyor confirmed there are no existing legal access easements across those properties. The applicant is in contact with the neighbors in potentially acquiring those easements. Town Engineer Kory Anderson provided a review letter to the Plan Commission recommending approval of the CSM (Grothman map file number 424-202), subject to the following condition:

1. No greater than 6 months shall have passed from the date of the Town CSM approval and the recording of the CSM, or such approval shall be null and void.

Motion by Jacobson/Kayartz to recommend approval of the CSM to the Town Board as presented. All in favor by call of roll.

Erosion Control Permit Modification – Columbia Energy Center Stockpile: The Erosion Control Permit issued in May for a gravel stockpile needs to be modified. A written request was received to remove 7,000 cubic yards of stockpiled gravel from the permit and replace it with 18,000 cubic yards of stockpiled sand. The project will start in August and be completed by the end of September 2024. A screen machine will process the sand which will be placed in the landfill once WDNR has approved the linear system. Motion by Kayartz/Rittmann to recommend to the Town Board to approve modifying the Erosion Control Permit. All in favor by call of roll.

Building Inspection Report: The report was provided for review.

Other Reports: None.

Correspondence: None.

Adjourn: Motion by Kayartz/Kastenholz to adjourn at 5:36 p.m. All in favor by call of roll.

Marlo Gustafson, WCMC
Commission Secretary