

August 7, 2018 5:30 PM

Call to Order: The Plan Commission Meeting was called to order by Chairman William Devine at 5:43 PM.

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

Others Present: Town Attorney John Miller, Town Engineer Robert Roth, Clerk Marlo Gustafson, and Supervisor Craig Cawley were also present.

Approval of Prior Meeting Minutes: Motion by Rethard/Johnson to approve the minutes of June 5, 2018 as presented. All in favor by call of roll.

Retaining Wall at N7180 Pacific Ridge (Lot 46): Brad Millard of Ideal Homes & Design was the permittee for the access permit. The home sold in February of 2018. The new owner's landscaper put a retaining wall in the town right-of-way without a permit. Retaining walls are not allowed in the right-of-way for many reasons including safety, snowplowing, and future restoration costs if excavated. Town Engineer will pursue a remedy with the property owner.

Donlin Outlot CSMs: Extension request letter was received from Grothman & Associates extending the CSM Review timeframe through October 17, 2018. Motion by Duesler/Rethard to recommend to the Town Board to approve the request for an extension. All in favor by call of roll.

Showers Variance Request – Columbia County Planning & Zoning Report: Mark and Jane Showers of W7511 Second Street replaced a non-conforming deck with a new larger deck without applying for the necessary permits. The new deck is supposedly 2 feet further from the lake but increased in width equal to the width of the cottage. The Showers' applied for a variance to the Shoreland Setbacks of the Columbia County Zoning Ordinance. It was also noted that floodproofing would be required. The County will not schedule the public hearing for the variance for a period of 60 days from the date of the notification letter (July 26, 2018), unless the town recommendation is submitted in time for the public hearing to be scheduled sooner. The Showers' have not formally applied for a variance through the township as of the date of this meeting. Engineer Roth has been in contact with the property owners and has outlined procedures and likely cost, with the recommendation for them to reconsider submitting the variance.

Engineer Roth will advise on submittal date requirement and confirm with the property owner.

Trailers Parked in Town ROW: The documents previously presented determine that there's still a boundary issue with the corner of West Bush Road and County Highway P. It was determined that what was contemplated in 1984 may never have been executed. Additional documentation was requested in the form of any deeds that may have been executed and recorded. A survey map of the area shows a definite encroachment. The vision triangle needs to be confirmed to determine the extent of the encroachment.

Building Inspection Report: Reviewed.

Other Reports: The preliminary survey of Lakeside Drive was presented for information. Attorney Miller explained that he will get an overall legal description of Lakeside Drive to establish the Town's rights to the 50-foot strip for road purposes. The preliminary survey may go to the Town Board for discussion only at this point.

Correspondence: Informational email from Town Engineer, Robert Roth, was provided regarding Portage Country Club not contacting the town to resolve matters regarding the requirement of Emergency Access onto Lakeside Drive.

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

Marlo Gustafson, Recording Secretary