

October 4, 2016 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, Carl Johnson, Lois Rethard, and LeAnna Rittmann. Rich Jacobson was on a planned absence.

Others Present: Clerk Marlo Gustafson, Town Attorney John Miller, Supervisor Cawley, Pete Hagen, Paul Hagen, James Grothman, and Bill DeMars.

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

Approval of Prior Plan Commission Minutes: Motion by Rethard/Duesler to approve the minutes of August 2, 2016 as presented. All in favor by call of roll.

Pride of America Concept Plan for Pool/Bathhouse: Pete and Paul Hagen were present to discuss plans for a future pool/bathhouse. This project fits into existing zoning. The next step is a site plan review, then an update to the Storm Water Management Plan and an Erosion Control Permit application and appropriate fees. It was discussed that the facility would only be open until dusk during the season.

Lichtfeld Concept Plan for CSM and Rezone: David and Joan Lichtfeld own Parcel 435, which is 36.72 acres. The current zoning is A-1 Agriculture. The proposal is to create a three lot Certified Survey Map (CSM) with Lots 1 and 3 which total 34.01 acres remaining A-1 Agriculture, and being restricted by the A-4 Overlay District thereby maintaining the County density of 1 house per 35 acres. Lot 2 which is 2.71 acres was proposed to be rezoned to RR-1 Rural Residence District on which lot a new residence would be built. Preliminary plans call for a 6,000 to 8,000 square foot storage building with Single Family Residence living quarters (at least 900 square feet of living space). The town would consider approving Lot 2 as R-1 Single-Family Residence District and not RR-1 to better conform to the existing neighborhood zoning area. The town would also like a covenant placed on Lot 2 stating that the storage area would not be rented out. It was also discussed that the township would also put an overlay on Lot 1. The township will look at the amount of land disturbance and will need a Certified Survey Map Review application, a Comprehensive Plan Amendment application and the

owners still needs to sign the Rezone Application. Two public hearings would be required, one on the zoning change request and one of the Comprehensive Plan Amendment. The public hearings would be held on the same night.

Review/Amend Applications: Clerk Gustafson gathered all of the applications and highlighted areas that need to be updated or clarified. Engineer Roth and Attorney Miller will go through each application and make changes where needed and also reference to the ordinances that are impacted. This will be on the November Plan Commission agenda.

Building Inspection Report: The Building Permit/Inspection Report was reviewed. A Qualified Contractor Certification application that was approved by Engineer Roth was also reviewed.

Other Reports: Engineer Roth reported on the Pacific Ridge driveway issue (lot 14) and mentioned that the retaining wall was removed. The metal culvert was also removed and replaced with a concrete culvert. A new driveway access permit and Qualified Contractor Certificate was issued for Lot 40 of Pacific Ridge. Engineer Roth also reported that a resident on the NE corner of Star Branch Road and North Star Road contacted him regarding the intent to place a shed and extend an existing driveway. No work would be done in the Right of Way so an Access Permit or QCC would not be required.

Adjourn: Motion by Duesler/Johnson to adjourn at 7:00 PM. All in favor by call of roll.

Marlo Gustafson, WCMC
Recording Secretary