

December 6, 2016 5:30 PM

The public hearing and meeting notices were posted and published according to law.

Call Public Hearing to Order: The Plan Commission Public Hearing was called to order by Chairman William Devine at 5:30 PM.

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

Others Present: Clerk Marlo Gustafson, Town Attorney John Miller, Town Engineer Rob Roth, Donald and Becky Brockman, Bill DeMars, Land Surveyor Jim Grothman, and Darrin Ostrander.

Public Hearing: Chairman Devine read the procedures and rules for the public hearing. Town Engineer Roth explained the proposed 3-lot Certified Survey Map (CSM) and Rezone for Parcel 435 on Patchin Road. Zoning for lot 1 and lot 3 will remain A-1 (Agriculture) with an A-4 Agriculture Overlay to restrict future development. Lot 2 will be rezoned to R-1 (Single Family Residential) and will be the site of future development which is appropriate/compatible with the adjoining subdivision zoning to the north and west. Access to each lot was discussed. Storm water drainage was discussed. Land Surveyor Jim Grothman discussed the proposed building for lot 2. It will be a building with storage and at least 900 square feet of living quarters. Grothman stated that all ordinances will be complied with. There was also discussion on the part of Patchin Road that runs through this parcel. Motion by Beasley/Rethard to close the Public Hearing at 6:12 PM. All in favor by call of roll.

Call Meeting to Order: The Plan Commission meeting was called to order by Chairman William Devine at 6:13 PM.

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

Others Present: Clerk Marlo Gustafson, Town Attorney John Miller, Town Engineer Rob Roth, Donald and Becky Brockman, Bill DeMars, Land Surveyor Jim Grothman, and Darrin Ostrander.

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 Rittmann/Devine to approve the minutes of November 1, 2016 as presented. Motion passed. Beasley, Duesler, Jacobson abstained due to not being in attendance at the last meeting.

Parcel 435 Certified Survey Map Review, Proposed Rezone, and Amendment to Town's Comprehensive Plan: Motion by Jacobson/Rethard to recommend approval to the Town Board with conditions approved by Town Engineer. Rich Jacobson exited the meeting during the discussion period. Motion failed unanimously. Motion by Beasley/Duesler to recommend approval to the Town Board of 3-lot CSM noting that lot 2 will have R-1 zoning and not RR-1 zoning (as seen on preliminary CSM), and to add dedicated driveway access points to the CSM for lots 1 and 3 with no improvements required (due to topography of area and A-1 zoning), and add a drainage easement on lot 1 (easement to follow east to west to allow storm water from Twin Ridge development to cross lot 1 to detention pond), and covenants to address maintenance of detention pond (Engineer Roth and Chairman Devine will view the existing easement instrument for any maintenance requirements of detention pond), and covenants to take care of potential future issues of damage to road at access points. Also approval of proposed rezone of lot 2 from A-1 to R-1 and placing an A-4 Zoning Overlay on lots 1 and 3 with Deed Restriction to back-up A-4 Overlay, and the resulting necessary amendment to the Town's Comprehensive Plan. All in favor by call of roll. During the discussion period, Chairman Devine pulled up the final plat of First Addition to North Star Valley to verify that the Town Board approved the plat and accepted the dedications shown on said plat which verified that Patchin Road was dedicated to the Town and the Town accepted that dedication.

Application & Process Updates: Access Design Standards (no changes), Application of Blanket Permitting (delete form entirely), Application for Access Permit (minor changes), Application for Certified Survey Map Review (minor changes), and Application for Comprehensive Plan Amendments (minor changes), and the Application for Conditional Use Permit Request (minor changes) were reviewed for additional changes/amendments. The remaining application packets will be highlighted to make the changes/amendments easier for the Commission to review next month.

Building Inspection Report: The Building Permit/Inspection Report was reviewed.

Other Reports: Engineer Roth reported on the upcoming review of the Pogorelic site plan on Swan Cove Lane, the review of the Portage Country Club CSM (land division to split off wetlands to sell), and Pride of America Campground project.

Adjourn: Motion Rethard/Duesler to adjourn at 8:15 PM. All in favor by call of roll.

Marlo Gustafson, WCMC, Recording Secretary