

PLAN COMMISSION
MEETING MINUTES
TOWN OF GRANT
May 20, 2015

Present: Jim Wendels (Chairman), Kathleen Lee (Secretary), Lori Ruess, Sharon Schwab, Ron Becker, and Nathan Wolosek (committee members) and Marty Rutz, (Zoning Administrator)

Citizens Present: Mary Kiedrowski, Lyle Allison, and Ron Noble

STATE OF PUBLIC NOTICE

It was stated that the agenda was posted at three posting stations.

APPROVAL OF MINUTES

Ron Becker motioned to approve the minutes from the April 17, 2015. It was seconded by Sharon Schwab. The motion passed unanimously.

BOSS SUBDIVISION

Discussion took place with Ron Noble regarding the Boss subdivision on the corner of 85th and Spruce. Mr. Noble is selling the seven lots that comprise the Boss subdivision, including the lot where his home is located. He has listed the 7 lots as two parcels: three lots that include his house and the other four lots. The subdivision is currently undeveloped and the roadway has never been developed. He is asking how driveway access would be available for the lots from the town right away if the lots were divided into seven properties as platted on the subdivision plan the future. Lyle Allison also provided input and asked questions as he is potentially interested in purchasing some of the lots.

Points of consideration include

- Based on the 1997 road construction ordinance, the adjacent property owner is responsible for putting in a new roadway
- The idea of a long shared driveway has not worked well historically.
- Recommend combining properties into two larger parcels. That is the way the easements are not a concern
- Recommend determining how to dissolve the subdivision
- A quitclaim could be done
- Based on the presence of a utility pole and guide wires, it would not be possible to place a driveway into lot #1 located on the corner of 85th and Spruce.
- The Portage County Register of Deeds would be a resource to answer questions on combining lots.
- If the subdivision was dissolved and the property was changed to two lots, the town would need to deed the road back to the owner(s).
- Joe Glodowski or Tracy Pelky could be contacted regarding process of dissolving a subdivision.
- Plan Commission is favorable to combining the properties (the way it is currently being marketed).

Mr. Noble will obtain information regarding dissolving a subdivision. The town will also gather additional information. This topic will be put on the June Plan Commission Agenda.

LIVING IN A RECREATIONAL VEHICLE (FIFTH WHEEL) WHILE HOME IS BUILT

Lyle Allison had questions regarding living in a fifth wheel trailer while he was building a house. Septic and water would be added to the property prior to the trailer being placed on it. It may take two summers or more to complete the house. He was informed a Conditional Use Permit would be necessary to allow it. The trailer would be considered “transient”. The town’s High Density Residential District within the Zoning Ordinance does not address this topic. It was recommended that Mr. Allison talk with the building inspector regarding the status of the house before he could move in. He is planning a 36x48 foot building with 50% being a living space.

TOWN BOARD REPORT

- Randecker lot – McDonald Title is talking to her. Waiting to hear from them. It would cost her \$1000-\$1200 to purchase the property, and cover the costs of the survey, title transfer, etc.
- Juniper Lane – town legal counsel will provide draft revocable occupancy permit. Need insurance from private landowners to go along with permit(s). Need to discuss tree removal after danger from oak wilt has passed (mid-July). Julie Marcks wants driveway access to north side of property. Compromise being made between neighbors.
- Implements of Husbandry – Sharon Schwab has issued about 70 permits so far.
- Jeff Schuler – sent a memo of proposed changes to the Portage County Zoning Ordinance. Kathy Lee will email committee members the memo.
- Annual report from Plan Commission, prepared by Jim Wendels for the Town Annual Meeting, was distributed to members.
- Fiber optics cable is being proposed by Union Telephone Company for a portion of Townline Road and Woodland Lane. Sharon provided copy of proposal from Mid-State Consultants to Marty Rutz.

ZONING ADMINISTRATOR REPORT

- Report on building permits/fees issued for April – for a total of \$325. This included 3 accessory buildings, an address, two Certified Survey Map reviews, and three Utility Accommodation Policy permits.
- Barry Sparks has not pay fee for building permit. A complaint was received. He responded to a letter, but as of this date has not paid the fee. He can no longer be reached by phone. Can a special assessment can be added to his taxes? If so, a letter needs to be sent to him to inform him of this if the building permit fee is not paid. Needs to be added to the Town Board Agenda
- Bernie Klafka (90th and Tower) is running an auto body/repair shop and needs a CUP. Concerns about hazardous materials/waste on site, in addition to public coming and going.
- Jeff Kingery is interested in establishing a subdivision. He wants to know if a parcel must be given to the town. Based on the 1978 subdivision ordinance, an alternative option is paying a fee of \$100 for each unit in the subdivision plat to the town. Mr. Kingery should be given a copy of the subdivision ordinance. Needs to be added to the Town Board Agenda.
- A concern was expressed regarding potential business waste being brought to the transfer station from Orth’s Building and Remodeling located at 1520 80th Street North. Investigation of this concern found a dumpster is used on site for solid waste and wood is burnt. According to the owner, only household waste is brought to the transfer station on a monthly basis. The owner of the business plans to continue this until told he told to do something different by the town board. The Plan Commission is working on a “home business” definition to include in the Zoning Ordinance. Things to consider in the definition include – non-relative employees, signs, customer traffic, hazardous materials, etc.

- A concern was expressed regarding the potential need for a CUP for auto repair being conducted at home purchased from John Grys on Evergreen Avenue. Investigation of this concern showed the owner did auto salvaging during the winter while laid-off. New owner claims he is not currently laid off, but will likely resume the auto salvaging next fall/winter. The owner has been sent a CUP regarding this work.
- A concern was expressed regarding the status of a driveway permit for Bronson Guldan, 9871 90th Street South. A copy of the driveway permit (minus map) was provided to Sharon for the Town Board, however the current driveway does not meet the requirements. Marty explained that construction of the residence is ongoing and the driveway is not yet complete.

REVIEW EXCLUSIVE AGRICULTURAL DISTRICT FOR COMPLIANCE WITH FARMLAND PRESERVATION PROGRAM

Discussion was postponed to a future meeting. A clarification is needed regarding the difference between farmland preservation, exclusive agricultural, and agricultural enterprise. Sharon will talk to Jeff Schuler to determine if the town's current zoning ordinance is in agreement with the county's zoning ordinance on this issue, and if not, what changes would be needed.

REVISION OF TOWN OF GRANT ZONING ORDINANCE

Discussion was deferred. This will be the primary agenda item for the Plan Commission Meeting on June 17, 2015. Kathy will email an electronic copy of the April 2014 revisions proposed. After the committee finishes reviewing the ordinance, a public review will need to be scheduled.

At 9:30 pm, the meeting was adjourned.

Respectfully submitted,
Kathleen D. Lee
Plan Commission Secretary.