

PLAN COMMISSION
MEETING MINUTES AND NOTES
TOWN OF GRANT
October 16, 2019

PRESENT: Thomas Reitter (Interim Chairperson), Charles Gussel, Nathan Wolosek, (Members), Marty Rutz (Zoning Administrator), Kathleen Lee (Secretary)

EXCUSED: Ron Patterson

CITIZENS: None present

CALL TO ORDER

The meeting was called to order at 6:32 pm by Tom Reitter.

STATE OF PUBLIC NOTICE

It was stated that the agenda was posted at two posting stations (the Grant Town Hall and the Grant Transfer Station) and on the Town's website.

MINUTES

It was moved by N. Wolosek and seconded by C. Gussel to approve the September 18, 2019 minutes. The motion passed with unanimous ayes.

CITIZEN INPUT

It was questioned if the Wisconsin Towns Association (WTA) had been contacted regarding Information Library access. To gain access, a person needs to become an Affiliate Member of the WTA. A Class A Membership is \$50 and Class B Membership \$175. As a town affiliated position, a Plan Commission member should be eligible for the Class A Membership. C. Gussel will contact Mike Pagel, WTA Portage County Unit Chairperson about access for the Plan Commission members. K. Lee will contact the Town Board regarding this cost being added to the 2020 budget. T. Reitter noted that one of the unlocked documents on the WTA website addresses the topic of how to interpret an ordinance. It is a document that could be useful to the work of the Plan Commission.

T. Reitter purchased a projector for use during meetings, but the image quality was not satisfactory. The projector was return. Utilizing a computer monitor was considered to be a suitable option.

ZONING ORDINANCE

T Reitter is in the process of developing an Excel spreadsheet for examining the zoning ordinance. Table 9.1 from the Comprehensive Plan was shared as one way to look at zoning districts and possible future zoning districts. It is a tool we can utilize when considering rezoning a parcel, but it is not the only thing to consider when a request for rezoning is made. N. Wolosek stressed the need to individually consider each request and to not be limited by a table. It is important to avoid checkerboard zoning.

History associated with the drafting of the first Town of Grant Zoning Ordinance in 1966 and changes since that time was shared.

With a computer monitor, T. Reitter explained the spreadsheet process he is developing to identify permitted and conditional uses for a zoning district. Utilizing R-1 Low Density Residential as an example, he added uses from R-2 High Density Residential and Commercial to the list of uses in R-1. These added uses can be reviewed to determine if they fit the purpose of the R-1 district. The process would be applied for the uses from all other districts. This analysis would occur for each district. When considering adding a conditional use, it should be remembered that a conditional use should be approved by the Town if the applicant can fulfil reasonable conditions. T. Reitter will continue to work on the spreadsheet for the next meeting.

Using a residence as a rental property on a parcel zoned commercial prompted examining conditional uses. It was noted that over 50% of commercial properties in the Town include a residence. It was questioned if the residence needs to be owner occupied or if simply a residence should be mentioned as a use.

K. Lee will contact the Town Board regarding potential costs involved with the approval of the amended ordinance as they are currently working on the budget. The Board is scheduled to discuss the budget on 10-22-2019.

ZONING MAP

Discussion of revisions to the map was deferred until the text revision of the Zoning Ordinance is completed. K. Lee will research how to remove the Farmland Preservation portion of the ordinance.

ZONING ADMINISTRATOR REPORT

There were nine permits issued for a total of \$215. This includes one driveway, three certified survey maps, one accessory building, and 4 utility accommodation permits.

FUTURE MEETINGS

November 20, 2019 – The agenda will include the Implements of Husbandry ordinance.
December 16, 2019

ADJOURNMENT

The meeting was adjourned at 8:39 pm.

Respectfully submitted,

Kathleen D. Lee

Plan Commission Secretary
Approved 12-18-2019