

**PLAN COMMISSION
TOWN OF GRANT
DECEMBER 19, 2012**

Present: Darcy Held, Jim Wendels, Sharon Schwab, Ron Becker and Julie Kramer.
Excused: Marty Rutz, Lori Ruess

November minutes reviewed. Motion made by Sharon, seconded by Ron to approve minutes.

CITIZEN INPUT

- Follow up on Mike Galles Public Hearing/CUP. Check on completed CUP.
- Cingular/AT&T: Follow through as stated at last meeting. Jim received information from Keith Nyman with a revised write-up including an additional small building. Jim will contact Keith and explain that isn't part of the CUP.
- Mary Robers and Cingular/AT&T Public Notices have been sent to Vicky to be published.
- Ron Becker volunteered for the Bicycling Pedestrian Planning Project.
- Jim and Darcy attended the Plan Commission seminar in Grand Rapids and reported that they feel we are doing a good job with our commission approach but there are a few things we need to address for changes.
 - ✓ See R-2 High Density Residential about accessory buildings: reword to have Board of Adjustment handle.
 - ✓ Refer to Zoning Ordinance/CUP Approval Criteria
- Jim will make 4 copies of the Power Point presentation from the seminar to share.

ZONING ADMINISTRATORS UPDATE

- November had 7 permits totaling \$420.

DRIVEWAY ORDINANCE

Changes and additions to the ordinance since last reviewed were approved.

- See ordinance for changes.
- 3.d: End walls are required with culverts of 30" or greater.
- 5.7: Add mailbox – Jim will check on this.
- 6.1: Who Must Apply: A driveway permit shall be required for construction of a new driveway, or a reconstruction or alteration of an existing driveway. Said driveway permit is required to ensure compliance of ordinance provisions. An alteration is defined as changing the slope of the existing driveway were it meets the town road.
- 6.2.b: Create #2 Driveway Permit: Submit a completed Driveway Permit and attachments with appropriate fee to the Town Clerk or designee.
- Darcy will look into existing driveway/grandfathering wording and definitions.
- EXISTING DRIVEWAYS:
 - Existing driveways that are not being modified are grandfathered.
 - Hazardous Conditions: When washing, blockage of water flow, or other conditions created by an existing driveway that does not meet the specifications in this Ordinance obstruct or become a potential hazard to a town road, or unreasonably hinder access to the property by emergency service personnel, the Town Board shall notify the property owner of the condition(s). Property owners are required within 30 days

to submit a Driveway Permit to correct the conditions. Any property owner failing to correct such condition(s) within 60 days after notice by the Town Board shall be subject to the penalties described in the penalties section of this Ordinance.

SHORELAND ZONING

Reviewed: Updated DRAFT online. There will be a Public Hearing for possible recommendation of the Shoreland Zoning Ordinance on January 22, 2013 to the Portage County Planning and Zoning Committee.

ALL HAZARD MITIGATION PLAN

Reviewed: The town board accepted Portage County's updated All Hazard Mitigation Plan to qualify for FEMA if needed.

LOOKING AHEAD

Updating Comprehensive Plan
Nuisance/Junk Ordinance

Meeting adjourned at 10:05 pm. Motion made by Darcy, seconded by Ron.

Next meeting Wednesday, January 16, 2013, 7:00 pm.

Minutes prepared by Julie Kramer
Plan Commission Secretary

ACTION ITEMS

Check into creating a logo for the Town of Grant.

Jim will forward Town of Hull Nuisance Ordinance to Plan Commission members.

Jim will contact Steve Bradley about pulling land out of exclusive ag.

Review Quarrying Ordinance to be sure we are in compliance with NR 135.32. (Print out all of NR 135 and review with our Quarrying Ordinance within the next 6 months.)

Update Quarrying Permit Process with NR updates.

Jim will make 4 copies of the Power Point presentation from the seminar to share.

Darcy will look into existing driveway/grandfathering wording and definitions.

Farmland Preservation: Contact Jeff Schuler to meet with us.