

PLAN COMMISSION  
MEETING MINUTES  
TOWN OF GRANT  
June 17, 2015

Present: Jim Wendels (Chairman), Kathleen Lee (Secretary), Marty Rutz, (Zoning Administrator) Lori Ruess, Sharon Schwab (Committee members), and Nathan Wolosek – Committee member (arrived at 7:02 pm)

Ron Becker: Excused (on vacation)

Citizens Present: Pete Poeschl

**CALL TO ORDER** at 6:31 by Jim Wendels, Chairman

**STATE OF PUBLIC NOTICE**

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

**APPROVAL OF MINUTES** Motioned by Jim Wendels to approve the minutes, seconded by Sharon Schwab. Motion carried.

**CITIZENS' INPUT**

Pete Poeschl expressed concerns about high capacity wells near Tower Road. He would like to see a hold on approval of high capacity wells until the DNR studies the impact of wells further. He was given copies of recent written communication received by the Plan Commission regarding the topic. He was also given a copy of proposed changes to zoning ordinance.

**UPDATE ON BOSS SUBDIVISION**

Jim met with Ron Noble to discuss the process of discontinuation of the town road and changing the plotting. Mr. Noble was informed that he needs to send a letter to the Town of Grant requesting a discontinuation of the town road within the subdivision plat. He needs to make it clear that he is the sole owner. The committee reviewed the Platting Manual – specifically the discussion on discontinuances. After Mr. Noble's letter is received, the item will need to be added to the Town Board agenda to “consider resolution to discontinue town right away to Boss subdivision.”

Mr. Noble and a representative from Remax plan to contact a surveyor to write Certified Survey Map (CSM.) This should be a surveyor with expertise in combining lots. The resolution should be completed prior to signing the CSM.

Lyle Allison continues to show interest in purchasing a portion of the Boss subdivision. He has continued to communicate with Jim. Mr. Allison is aware that he will need a conditional use permit (CUP). His offer to purchase the land could be based on approval of CUP. To live in his fifth wheel trailer, Mr. Allison will need a sanitary permit and driveway permit.

**TOWN BOARD REPORT**

- The Kellner Corn Fest is being planned for August 22 and 23<sup>rd</sup>. Activities include a craft sale/flea market, food, music, and parade. Marilyn Christiansen sent a registration form

for the craft sale/flea market to Sharon. Kathy will contact members of the planning committee regarding information they would like posted on the town's website.

- The Wisconsin Rapids Urban Group (composed of municipalities located within the urban area located around the City of Wisconsin Rapids as determined by the WisDOT utilizing Federal Highway Administration guidelines) met. According to an email received by Sharon from Mayor Vruwink on May 22<sup>nd</sup> "Mill Road is not in a classification to qualify for the program".
- On Tuesday, June 23 from 12:30-2:00pm, a meeting is scheduled at the WisDOT North Central Region Office at 1681 Second Avenue South, Wisconsin Rapids for local officials to discuss design alternatives for the County Road U and Hwy 54 intersection.
- On Tuesday, June 23 5:00 pm there will be a public hearing regarding the text amendment for the Portage County Zoning Ordinance. It will take place in the County Annex in Stevens Point.
- The sale of the town road way to Patrice Randecker has been finalized. The cost of the land was \$650, and the CSM \$335 which will be paid to the Town. She will pay McDonald Title \$125 for the deed transfer
- Update on the Juniper Lane/84<sup>th</sup> Street right-of way – The town legal counsel will draft a revocable occupancy permit using a template. Driveway permits will be needed and may require up to 3 permits.

#### **ZONING ADMINISTER REPORT**

- The report on building permits and fees for May 2015 was distributed. There were three accessory buildings, one driveway, and one UAP for a total of \$340.
- A complaint was received regarding chickens on a property on Glenwood Road. This is a low density residential area. Marty has not received the CUP, but has spoken to the owner. She plans on obtaining 50 chickens for meat. The chickens are located near the back of the lot and are not visible from the road. **This item should be added to next month's agenda.**
- Bernie Klafka on Tower Road has not completed a conditional use permit for automotive work conducted on his property. Rubber marks have been left on the road near his property. A site visit by the committee may be necessary to clarify what work is being conducted on his property.
- Marty has spoken with the owner of a property on Evergreen regarding cars. The owner will contact the town if he works on cars this winter.
- Marty received a complaint regarding multiple cars on a property on Four Mile Road from an adjoining landowner. There are unlicensed cars and they are located close to a shoreline. The cars have been there for quite a while. The property is in a shore land

zoning district and therefore under the Portage County jurisdiction. Marty spoke with Tracy Pelky and was asked to send pictures, which has been done. Tracy Pelky is handling the complaint.

- A tower owned by Charter Communications located near Count FF and 86th Street has come down. It was questioned if there is a need for a Razing Permit Without a permit, assessor Claude Reigelman would not know that the tower does not exist. Charter should be notified that they need the permit to avoid future taxes.

## **TOWN OF GRANT ZONING ORDINANCE REVIEW**

Discussion took place and revisions suggested.

- Under A-3 General Agriculture, two items that were previously removed, were replaced to the list of permitted uses. They are “Noncommercial stables and riding arenas” and “Forest management, pine plantations, Christmas trees farms and sales.”
- In several areas the phrase “but not including high capacity wells” is used to describe conditional uses. The wording is intended to mean that high capacity wells are not a conditional use item in that district. The wording should not be interpreted to mean that a permit is not required but high capacity wells are allowed. This phrase is found in general agriculture, commercial district, low density residential district, high density residential district, and conservancy district.
- Much discussion took place regarding the phrasing “Center pivot commercial irrigated cropland” as a permitted use item. The phrase is included under exclusive agricultural district and transitional agricultural district, but not under general agricultural. After discussion no revisions were made to the current wording of the ordinance.
- The wording regarding address plaques and posts was changed to “The Zoning Administrator will establish, supply, and install an address plaque and post with every permit issued where applicable.” (item 7 under Permits)
- The phrase “When a Uniformed Dwelling Code (UDC) is required,” was added to the sentence “Buildings shall be inspected at such time and in such manner as may be necessary to secure compliance with the laws, ordinances, rules and orders applicable thereto.” (item 9 under Permits)
- The individual issuing a Certificate of Compliance was changed from Zoning Administrator to building inspector. (item 9 under Permits)
- Work was started on a definition for “Home Occupation.” The suggested basic definition was “Any business, occupation, or activity conducted for gain within a residential building, or an accessory building, which is incidental or secondary to the use of such building for dwelling purposes and which does not change the essential residential character of the building.” Descriptors will be added to the definition at the next meeting.

- Several minor edits were made to remove references to specific page numbers, to spell out numbers under ten, to remove the words “and Zoning” from Plan and Zoning Commission, to change the word township to Town, to capitalize the word Zoning when referring to a Zoning Permit, and to capitalize the title Zoning Administrator consistently throughout the document.

**NEXT MEETING:**

The next meeting of the Plan Commission is scheduled for Thursday, July 16 2015 at 6:30 pm.

**ADJOURNMENT**

The meeting was adjourned at 9:35 pm.