

**PLAN COMMISSION
TOWN OF GRANT
DECEMBER 15, 2010**

Present at the meeting were Julie Kramer, Darcy Held, Lori Ruess, Sharon Schwab and Jim Wendels. Excused absence was Ron Becker and Marty Rutz. Citizen present, Pat Barton, guests, Jeff Schuler and Chris Mrdutt from Portage County Planning and Zoning.

Meeting called to order at 7:00.

November minutes reviewed. Approval pending upon corrections. Motion made by Darcy, seconded by Lori.

SPECIAL JOINT MEETING WITH PORTAGE COUNTY P & Z

Bullets of topics and discussion

LOT AVERAGING

- Legal nonconforming lot. Will stay zoned as originally zoned. Deed restricted. Force language on CSM about zoning and division. Maximum of 4 lots per 40 acres.
- Town would use the county lot averaging ordinance and have a town resolution. (Example: This would have worked in the Frank Raasch situation.)
- Splitting acreage: minimum of 2 acres. Create 3 lots + 1 with original = 4.
- The county lot averaging ordinance hasn't been used enough to run into any problems with the original wording of the ordinance.

FLIGHT PHOTOS

- Town of Grant flight photos were updated in fall of 2010.
- Map coding: Everything within the green is navigable and zoned 300' of shoreline.
- If part of a parcel is in shoreline zoning, shoreline zoning enforcement is on total parcel.
- The county enforces the following ordinances: Non-metallic mining, sanitary, shoreline, flood plain, subdivision and SOB's.
- With multiple infractions the most restrictive ordinance is enforced.

ENFORCEMENT OF JUNK ON PROPERTY

- Complaints can come from drivebys, neighbors, aerial or adjoining property photos.
- The county sends a letter to violator stating they are in violation of the Portage County Zoning Ordinance.
- A clean up timeline will be set up with the landowner.
- If there is no communication between the landowner and the county another letter is sent warning of fines ranging \$50-\$500 per day.
- If landowner is not compliant they are giving a summons of complaint and forced to go before a small claims judge. There is a stipulation form which allows the county to work with the landowner before going in front of a judge.
- Portage County can put a lien on the property for forfeiture until fines and compliance have been met.
- Noncompliance can lead to jail time and county cleaning the property.

- Property can have 500 square feet of junk. (Example: rubbish, carcasses, solid waste, etc. The county is looking into changing this hoping to take effect in April.)
- County can enforce ALL issues within shoreline zoning.
- The town would need to craft our own nuisance ordinance to use outside of shoreline zoning. Once a nuisance ordinance is created, existing problems are grandfathered.

PETE REKOSKE

- Send photos, documentation and minutes pertaining to Pete to Chris M.
- County will enforce issues within shoreline zoning.

CONDITIONAL USE PERMITS

- Add wording within a CUP to review conditions on a timeframe. Depending on use of permit it could be every year, every 2 years, etc.
- If there is a violation of CUP be sure to document complaint and any conversation/actions taken.

REZONING

Jim shared the information on the rezoning of the Luecht property located on Deer Road. They're request to rezone to general agriculture was approved by the town and will now move to the county level. The town will share with the county the following items: Plan Commission minutes of the request, Public Hearing Notice, Town minutes, Comprehensive Plan Chart. Only owner or agent needs to be present at county meeting.

QUARRYING ORDINANCE

- County Non-Metallic Mining Ordinance is more restrictive. Use sections of ordinance that are the most restrictive.
- Greater than 1 acre – soils being sold must go through county. If being hauled off site must get a county road permit for hauling.

OUTDOOR WOODBURNERS

The county is leaving it up to the townships to write their own ordinances.

CITIZEN INPUT

Pat Barton inquired about the updated aerial maps wondering if the town was looking for problems. We assured Pat that it is a routine task that the county performs.

ZONING UPDATE

- It was shared that permits totaled \$560 for the month of November.

Darcy Held will not be able to attend the January and February, (and possibly the March) Plan Commission meetings as he will be out of town working. Julie will continue to send/share Plan Commission e-mails.

LOOKING AHEAD

Nuisance/Junk Ordinance, Driveway Ordinance, Permit or Ordinance pertaining to Utility Installation. Revisit zoning ordinance: definitions: lot size and highway right away.

Meeting adjourned at 9:30. Motion made by Sharon Schwab, seconded by Darcy Held.

Next meeting Wednesday, January 26, 7:00.

Julie Kramer

Plan Commission Secretary

ACTION ITEMS

Sharon and Jim will compose a letter to send to Ray Schmidt/check County Subdivision Ordinance before contacting Ray.

Send Pete Rekoske an agenda to February's meeting to update clean-up progress.

Check into creating a logo for the Town of Grant.

Contact Town of Hull about Nuisance Ordinance

Share photos/documentation with Chris M. pertaining to Pete Rekoske