

PLAN COMMISSION
MEETING MINUTES
TOWN OF GRANT
December 19, 2018

PRESENT: Jim Wendels (Chair) Tom Reitter, Sharon Schwab, Nathan Wolosek, Ron Becker (Committee Members), Mary Rutz, (Zoning Administrator) Kathleen Lee (Secretary)

CITIZENS PRESENT: Sandra Gordon, Bruce Gordon, Brenda Bella and contractor

CALL TO ORDER

The meeting was called to order at 6:29 pm by Jim Wendels.

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

A typo exists on an address listed on page 1. It should be 8141 Lake Road. It was moved by Nathan Wolosek and seconded by Sharon Schwab to approve the November 13, 2018 minutes as corrected. The motion passed with unanimous ayes.

CONDITIONAL USE PERMIT REQUESTS

Ricky Bella is requesting a CUP for an accessory building exceeding the height limit. The property is zoned High Density Residential. Brenda Bella and their contractor presented the plans. The Bellas would like to build a 40x50 insulated, stick building, built with a concrete floor and footings. Vinyl siding in a color similar to the residence is planned. Power already exists to the site in an accessory building that will be removed. There are many trees present to screen it from the view of neighbors. The building will be used for parking a semi. The peak height will be approximately 24 feet, which exceeds the 18' limit for the zoning district. The application included aerial views showing the planned location of the building. A rough schematic of the building was provided at the meeting. Recommended conditions include:

1. Owner shall remove the existing accessory building.
2. Owner shall adhere to a site plan depicting a 40' x 50' x 16' accessory building to be submitted to the Town of Grant along with associated applicable building schematics and previously submitted responses to the Conditional Use Permit Application.
 - a. These documents are considered conditions of this permit.
 - b. The site plan and building schematics are required before this CUP is considered effective.
3. Owner shall not exceed 2,000 square feet in area with a peak height not to exceed 25' in height. Accessory Building consists of a 40' width x 50' length x 16' sidewall with a peak height not to exceed 25'. Owner shall conform to the setbacks of the zoning district (10' from back and 15' from side).
4. Owner shall construct the accessory building with color scheme and similar materials to visually match the primary residence and preserve neighborhood aesthetics.

5. Owner shall preserve existing trees and vegetation along property line to help shield the accessory building from neighboring property.
6. Owner shall comply with the storm water management principle of no additional storm water runoff shall leave the parcel as a result of the development.
7. Access to the accessory building will be serviced from the existing driveway onto the property from Lake Road.

Sharon Schwab motioned that we approve the Conditional Use Permit as drafted and seconded by Nathan Wolosek. The motion passed with unanimous ayes. The CUP will go forward to public hearing on January 9, 2019 at 7:00 p.m.

Bruce Gordon had submitted a CUP application for living in a travel trailer while a residence was being built on property zoned general agriculture. Plans have changed and a residence is no longer planned, therefore the need to live in the trailer is not required. The request for the CUP was withdrawn. There are tentative plans to sell the excavation equipment stored on the property. Discussion also took place regarding a pond dug on the property earlier this year without a permit. The property will be examined by Eric Norton, Army Corps of Engineers, prior to issuing the permit. Resolving the pond permit issue will allow the property to be sold in the future as the owners plan.

CITIZEN INPUT

The Town Board approved the Comprehensive Plan. It will move forward to the Portage County Planning and Zoning and then the County Board. Once approved, we will request 14 hard copies (Plan Commission – 6, Zoning Administrator – 1, Town Hall – 1, Town Board – 4, and local libraries - 2) and 6 CDs for neighboring municipalities.

It was questioned if citizens are allowed to take sand/salt from the Town's supply. One 5-gallon pail has been informally allowed, but this is not publicized. .

CSM POLICY

S. Schwab presented a draft of an amended Certified Survey Map Review Policy. The amended policy includes Land Split/Combination in the title and in the sentence prior to the signatures as recommended at the November meeting. Discussion took place on the wording of the amended version and the actual need for it. It was decided to make no changes to the original policy. S. Schwab and M. Rutz will draft a joint letter to be mailed to the surveyors requesting that as a courtesy to inform the Town of any land splits.

ZONING ADMINISTRATOR REPORT

In November there were five permits issued for a total of \$120. This included one accessory building, two razes, a UAP and a CSM. The report for permits issued during the month of September was not previously reported. There were 11 permits issued for a total of \$1405 during September. This included a new residence, two Class 2 colocations, an accessory building, a sign, a driveway, a CSM, and 4 UAPs. This report was submitted electronically and will be forwarded to the Plan Commission members.

M. Rutz spoke with D. LaBarge. The septic is in place on her property, but the basement is not. Her CUP expires in June.

M. Rutz accessed the Chris Cook property to take pictures of a neighboring property. Items visible on the property were an old pickup, a drivable motor home, a small trailer with a lawn mower, a 5th wheel, a Caravan, firewood and stacked lumbar. The pictures were sent to Tracy Pelky at Portage Co. Planning & Zoning Dept. There is nothing visible that would make this property in violation. There are not 5 to 6 unlicensed vehicles as originally reported. T. Pelky believes that a nuisance ordinance may not accomplish what the Town desires it to do. Discussion took place. A letter may be more effective than using legal counsel to address a problem.

TOWN BOARD REPORT

Revised Comprehensive Plan was approved.

A flyer on upcoming UW Extension educational offerings was distributed. This includes a February 28, 2019 program on Farm Economic Trends and Their Effects on Farmers and Local Communities. The Town will cover the cost of participating in any of the programs.

The American Transmission Company's 2018 10-Year Transmission System Assessment is now available online. Information was circulated.

An article, "Battle over wedding barns hits state legislature" was circulated. Liquor license and safety are concerns. Before developing an ordinance, we should see how the state addresses the topic. Event barns could be listed as a conditional use in our zoning ordinance.

ADJOURNMENT

The meeting was adjourned at 8:58 pm.

Respectfully submitted,

Kathleen D. Lee

Plan Commission Secretary

Approved 1-16-2019