

Plan Commission Meeting Minutes

March 13th, 2024

Acting Chair Dan Forbes called the meeting to order at 6:00. Members present: Dan Forbes, Nancy Koch, Terry Rickaby, Rob Borski, Criste Greening, Adam Miller, and Josh McDonald. Excused absence was Gordy Wipperfurth. Lorelei Fuehrer was present as Zoning Administrator.

Motion Miller to approve February 7th minutes with corrections. Second by Rickaby. Motion passed unanimously.

Item #6 on the agenda was moved up. Ordinance 8.7.19 requires a license to be on file with the town for short term rentals. Short Term rental application was discussed and reviewed. The business owner was present and advised to contact the fire department for a fire inspection to be completed.

Motion by Rickaby to recommend approval of business permit and short term rental application for McMullen Brehmer Group Inc/Long Crow Inn. Second by Borski. Motion passed unanimously.

Continued review of Driveway Ordinance. Paragraph alignment was performed on numerous paragraphs. Lorelei is going to contact the Nekoosa Fire Chief to discuss proper verbiage of 7.05(D) and it will also be modified to include shape of driveway in regard to sharp turns, features, curve radius, and design approval by the fire dept. 7.01(N) will be moved to 7.05(A). 7.05(E) will get an addition of 2 inches of hard surface. A period (.) was added to 7.07(D). 7.07 will now be called "Temporary Driveways". Everything after will be shifted down.

Driveway Ordinance Draft #5 will be reviewed at the next Plan Commission meeting.

Town Property and Buildings were discussed. 62.23(5) was cited which states the Plan Commission is to be involved in any plans of building or modifications to Town buildings or property. The large Hall needs to be insulated and the Public Works shop has holes in the walls and needs to be repaired or updated. An 80/20 federal grant is available for a possibly new EMS building. An addition to the Administration building was also mentioned. No prices have been formally submitted. Plan Commission will come up with a strategy or five year plan of some sort.

Item #8 Draft 2 of the Building Code was discussed. Members of the Plan Commission will review Draft 2 and it will be further discussed at the next meeting.

Site Plan Review Application was discussed. Site plan checklist should include Well and Septic locations.

No informational announcements from any Plan Commission members.

As Zoning Administrator, Fuehrer referred to the Zoning Ordinance. Fuehrer advised that changes need to be made on page 26 in section 6.12(A). the word “underlying” should be changed to “nearby”. Page 41 RP sections c and d need to be switched. Page 50 section 13 d(1) should say manufactured mobile home park and should also be modified to not include outbuildings. Page 52 section 23 e(24) was discussed and clarified.

Lorelei also gave information to Commission members about recently purchased property from Osborne’s by Mike Peterson for an office. A site plan for future development or modification to existing land shall be submitted to the Plan Commission for review.

Next meeting is scheduled for April 10th, 2024 at 6:00pm.

Motion to adjourn was made by Greening and seconded by Miller. Motion passed unanimously at 8:10pm.