

Town of West Point
Plan Commission Minutes
June 1, 2017

Pursuant to Wisconsin State Statutes s. 19.84 the Plan Commission of the Town of West Point held its semi-monthly meeting on Thursday, June 1, 2017 at the West Point Town Hall, N2114 Rausch Road, Lodi, Wisconsin. The meeting agenda was posted in three places as required by law and on the town's web site. Chairman Kevin Kessler called the meeting to order at 7:02 p.m. Members present were Kevin Kessler, Gordon Carncross (Town Board Representative), Byron Olson, Darrell Lehman, Nathan Sawyer (7:23pm), and Ron Grasshoff. Also present was Taffy Buchanan, Town Clerk. Absent was Renee Nair (excused).

Agenda #2 – Approval of Agenda – A motion was made by Ron Grasshoff to approve the agenda, 2nd by Gordon Carncross – motion carried unanimously.

Agenda #3 Approve Minutes – Copies of the May 2, 2017 Plan Commission minutes had been emailed to each member for their review. A motion was made by Gordon Carncross to approve the minutes as edited, 2nd by Byron Olson - motion carried unanimously.

Agenda #4 Correspondence – Columbia County Planning & Zoning will be having a public hearing on June 6, 2017 about proposed amendments to the County Zoning Code Title 16 Chapter 100. The Town received emails from Fred Teitgen and Sandy Smith about changes to the Columbia County Zoning Ordinances

Agenda #5 Citizen Input – None

Agenda # 6 Ben & Debbie Larrabee, parcel #11040-294.4, driveway plan review & action – The Larrabees requested a waiver for two access points to their property once they secured an easement on property owned by Tom & Edie Eberle for a driveway to access their property off of Chrisler Road. The driveway would be about 1700 feet long and 12 to 16 feet wide. This easement from Eberles would give Larrabees 2 access points to their property. The Town Engineer stated he had no issue on the visibility of the proposed new driveway off the Town Road. No waiver will be needed for the proposed new driveway or for the Town Engineer to issue a driveway permit as long as the Larrabees abandon the existing driveway once the new driveway is put in.

Agenda # 7 Informal presentation for possible rezoning from multi-family to single-family and land division for parcels #11040-413.001 & #11040-413.002 – Kevin Kessler received a call from Pam Halvorson, a realtor, inquiring about dividing and rezoning parcels #11040-413.001 & #11040-413.002 and suggested she come before the Plan Commission. No one was in attendance to give an informal presentation.

Agenda #8 – Ryan’s Haven Subdivision – Unke Road – discussion and public hearing authorization for the preliminary plat and rezoning – Jim Grothman felt the Preliminary Plat and supporting documents were ready to start the next step in the process. There is going to be a change in the Preliminary Plat, the access to the Hanson property will change to an Outlot so there won’t be any problems in the future in regards of an easement. Jeff Clark, the Town Attorney, said drafts of all critical legal documents are on file. The Town Attorney suggested it would be better to have a public hearing sooner than later, so any issues can be addresses earlier in the process. Ron Grasshoff questioned how the public could give their input without knowing the waivers needed. Kevin Kessler stated the applicants need to request waivers and identify & justify the necessity of the waivers in writing. Rick Koeck, the applicant’s attorney, said he would be able to have the waivers in writing by the beginning of the week. The waivers are fundamental to the plat, so Chuck Bongard, the Town Engineer, offered to walk the site with the Plan Commission so they can see where the building envelopes are and which areas would need waivers. The Town Engineer is recommending any lots considered for a waiver have a site plan review prior to clearing the land or placing a building and the site plan would be reviewed by the Engineer with Plan Commission review and approval. The Town Engineer is also recommending the Stormwater Management and Erosion Control Plan state that the Town Engineer will inspect the facility on an annual basis and after major storm events where damage may have occurred, the expense of this would be charged to the Home Owners Association. Both the Town Engineer and Town Attorney believe that the information submitted by the developer to date is sufficient to determine the application for preliminary plat submittal to be complete. A motion was made by Kevin Kessler instructing the Town Clerk to schedule a site visit and public hearing for June 15, 2017, they will meet on site at 6:30pm and convene at the Town Hall for the meeting and public hearing at 7:45pm, 2nd by Ron Grasshoff – motion carried unanimously. A motion was made by Kevin Kessler advising the Town Clerk to acknowledge receipt of the Preliminary Plat and supporting documents following receiving the waiver documentation, 2nd by Byron Olson – motion

carried unanimously.

Agenda #9 Discussion & possible recommendation on Town Road Plan, Agenda #10 Open Space Committee Report & Agenda #11 Town Board Report – A motion was made by Ron Grasshoff to postpone the discussion & possible recommendation on Town Road Plan, Open Space Committee report and the Town Board report, 2nd by Gordon Carncross – motion carried unanimously.

Agenda #12 Next Meeting Agenda and Date – The next meeting will be June 15 for a site visit for the proposed Ryan’s Haven at 6:30pm and a public hearing at 7:45pm.

Agenda #13 Adjourn Meeting. A motion was made by Kevin Kessler to adjourn the June 1, 2017 Plan Commission meeting at 10:01pm, 2nd by Gordon Carncross – motion carried unanimously.

Respectfully Submitted by
Taffy Buchanan, Town Clerk