

Town of West Point

Plan Commission Minutes

June 5, 2014

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 5, 2014 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), Nathan Sawyer (7:14pm), Byron Olson, and Renee Nair. Also present was Taffy Buchanan, Town Clerk. Absent were Ron Grasshoff (excused) and Fred Madison (excused).

Agenda #2 – Approval of Agenda – A motion was made by Gordon Carncross to approve the agenda as presented, 2nd by Renee Nair – motion carried unanimously.

Agenda #3 Approve Minutes – Copies of the May 15, 2014 Plan Commission minutes had been emailed to each member for their review. A motion was made by Gordon Carncross to approve the minutes, 2nd by Renee Nair – motion carried unanimously.

Agenda #4 Correspondence – The Town received a letter from the DNR regarding approval for Jason Yackee to put in riprap along the shoreline of his property on Lake Wisconsin. The Town also received a copy of a letter dated May 27, 2014 sent to the residents of Crystal Lake RV Resort about the resort not being in compliance with their Wisconsin Pollutant Discharge Elimination System permit. John Bluemke, Columbia County Planning & Zoning sent 2 letters dated May 27, 2014 and May 28, 2014 letting the town know about the revision to the County Zoning Ordinance and what the Town needs to do for these to become effective. Travis West, SBG Law, S.C., sent an email informing the Town he has been retained by David Mitchell and will be at the Public Hearing this evening. It is the 100th Anniversary of the Wisconsin River Dam and there will be a tour for public officials on Friday, June 6, 2014 at 9:00 am.

Agenda #5 Citizen Input – None

Agenda #6 Public Hearing for a variance request from Craig & Jen Carncross to rebuild a porch on the house at N1520 State Highway 188 – Tax Parcel 192.C; the variance required are Section 16-110-030(2)19(a)(1)b Minimum

required for Front Yard setback to Class A Highway Setback. – Town Clerk, Taffy Buchanan sent out 3 letters to residents within 500 feet of Parcel 192.C. The Public Hearing was opened at 7:14pm. Craig Carncross explained the variance request was because the porch is 81.5 feet from the center line and 100 feet is the right-of-way. They want to rebuild will be in the same footprint as the existing porch. Craig Carncross also stated the house was being used for Ag employees. There was no additional written or oral testimony. The Public Hearing was closed at 7:19pm.

Agenda # 7 Public Hearing for a Conditional Use Permit for a Tourist Rooming House from David Mitchell at W12618 Pleasant View Park Road, Lodi, WI. 53555 - Tax Parcel # 716, in Section 11, Town 10N, Range 7E. The Conditional Use Permit is for Columbia County Zoning Ordinance Chapter 16-150-070 D. The house is a single family dwelling constructed in 1999 and the property is zoned single family residential. The property owner has requested approval to use the residence for short term rental which is allowed under the County Zoning Ordinance with a conditional use permit. Town Clerk, Taffy Buchanan sent out 37 letters to residents within 1000 feet of Parcel 716. The Public Hearing was opened at 7:20pm. David Mitchell and his attorney Travis West, SBG Law, S.C., stated they are following Columbia County guidelines and also the house is for sale and he would just like to have the Tourist Rooming House until it sells. Joan Neubauer, W12636 Pleasant View Park Road, was present and asked if this CUP would mean everyone on the road could have a Tourist Rooming House. Kevin Kessler told her it would not mean that, each home owner would need to apply and it would be on a case by case basis. There was no additional written or oral public testimony. The Public Hearing was closed at 7:25pm.

Agenda #8 Craig & Jen Carncross – Variance – A motion was made by Byron Olsen to recommend to the Town Board to recommend to Columbia County to approve the variance, 2nd by Renee Nair – yes-4, no-0, abstain-1 (Carncross) - motion carried.

Agenda #9 David Mitchell CUP Tourist Rooming House – Byron Olsen asked David Mitchell if he had a permit from the Wisconsin Department of Health & Human Services and David Mitchell said yes. Mr. Olsen also asked David Mitchell if he would be okay with having a limited term CUP for 2 or 3 years, and David Mitchell said yes to 3 years. Chairman Kessler reminded Plan Commission members that findings of fact must be made pursuant to s. 16-150-070 D of the County ordinance. A motion was made by Byron Olsen to recommend to the Town Board to approve the CUP for

the Tourist Rooming House, 2nd by Nathan Sawyer. A motion was made by Kevin Kessler to amend the motion on the table “to recommend to the Town Board to approve the CUP, subject to: 1) the conditions suggested by the County on the Columbia County pre-application report and with the additional condition of the duration of the CUP for the Tourist Rooming House would not exceed 3 years; and 2) with these conditions all 7 of the criteria in s. 16-150-070 D of the County Ordinance the Findings of Facts would be “satisfied with conditions””, 2nd by Byron Olsen. Both the motion to amend as well as the amended main motion carried unanimously.

Agenda #10 New Columbia County Processes for Zoning Matters – The Plan Commission looked over the processes for review of site plans, variances, rezoning and CUP under Title 16 Chapter 100, no action was taken.

Agenda #11 Broadband Infrastructure Update – No meeting

Agenda #12 Town Board Report – No meeting

Agenda #13 Next Meeting Agenda and Date – The next meeting will be June 19, 2014 and will include Columbia County Zoning matters.

Agenda #14 Adjourn Meeting. A motion was made by Renee Nair to adjourn the June 5, 2014 Plan Commission meeting at 8:15 pm.

Respectfully Submitted by
Taffy Buchanan,
Town Clerk