

Town of West Point

Plan Commission Minutes

March 1, 2018

Pursuant to Wisconsin State Statutes s. 19.84 the Plan Commission of the Town of West Point held its semi-monthly meeting on Thursday, March 1, 2018 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 Byron Olson, Gordon Carncross (Town Board Representative), Kevin Kessler, Nathan Sawyer, Darrell Lehman, Ron Grasshoff and Renee Nair. Also present was Taffy Buchanan, Town Clerk.

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 February 15, 2018 Plan Commission minutes had been emailed to each member for their review. A motion was made by Gordon Carncross to approve the minutes as presented, 2nd by Renee Nair –motion carried unanimously.

Agenda #4 Correspondence – Kevin Kessler discussed e-mail correspondence that he'd had with Greg Jansen on Pleasant View Park Road. Mr. Jansen's house sits on 2 lots and he needs to combine the lots. A portion of his boathouse, however, sits on Town property which provides public access to Lake Wisconsin. The correspondence discusses various alternatives.

Agenda #5 Citizen Input – None

Agenda #6 Ryan's Haven Final Plat – The Final Plat & documents for Ryan's Haven were reviewed by the Plan Commission. The Plan Commission had received a memo and a proposed resolution from Town Attorney Jeff Clark. In reviewing the newly revised tree survey, the Commission questioned what "remove" meant in the arborist's report. According to the applicants, it means that even though the tree was identified on the report as a desired tree, it may be removed because it is dead, dying, or diseased. The developer has agreed to remove trees in the outlots that are

identified as “remove”. A motion was made by Ron Grasshoff to accept the Declaration of Covenants, Conditions and Restrictions with the following modifications: To remove “Chinese” from D. Special Provisions(5)(page9); and to remove “This provision cannot be canceled, released, amended or waived without the written consent of the Town Board of the Town of West Point” which is throughout the document and just have it at the end and have it written “These declarations cannot be canceled, released, amended or waived without the written consent of the Town Board of the Town of West Point”, 2nd by Kevin Kessler – motion carried – yes 6; no 1. A motion was made by Kevin Kessler to modify Exhibit A - Stormwater Management Maintenance Measures; the fourth bullet point under “Long Term Maintenance” to read “Facilities or parts of facilities with bare soil as identified by the Town Engineer be restored to a good catch within the period specified by the Town Engineer”, 2nd by Byron Olson – motion carried unanimously. A motion was made by Ron Grasshoff to adopt the Resolution to Recommend Approval of the Final Plat for Ryan’s Haven, written by the Town Attorney, 2nd by Byron Olson – motion carried unanimously. A copy of the adopted resolution is attached to these minutes.

Agenda # 7 Request for an amendment to the Comprehensive Plan map for Ryan’s Haven – Kevin Kessler drafted a resolution “Resolution of the Town of West Point Plan Commission Recommending Amendment of Town of West Point Ordinance 061407 To Adopt Changes to the Town of West Point Comprehensive Plan Related to Ryan’s Haven Plat.” A motion was made by Ron Grasshoff to adopt the resolution recommending amendment to the Town of West Point Comprehensive Plan Related to Ryan’s Haven Plat, 2nd by Byron Olson. A roll call vote was taken: Nathan Sawyer – yes, Renee Nair – yes, Darrell Lehman – yes, Kevin Kessler – yes, Ron Grasshoff – yes, Byron Olson – yes, Gordon Carncross – yes. Motion carried unanimously. A copy of the adopted resolution is attached to these minutes.

Agenda #8 Status on condos for Blackhawk Ridge Estates on Golf Road – After the February 15, 2018 Plan Commission meeting where Scott Hewitt, Grothman & Associates, presented a concept plan for Pam & Doug Halvorson for condos for Blackhawk Ridge Estates on Golf Road, the Town Chair, Plan Commission Chair, Town Engineer, and Town Attorney had a conference call. The concept plan included 7 structures on the 2 lots which would be 14 condos and a private frontage road. The Plan Commission Chair reported after the conference call the Town Chair called the applicant and told her he didn’t think the concept plan which they presented would be allowed, but they have the right to try and continue.

Agenda #9 Set Next Meeting Date – The next meeting will be March 15, 2018.

Agenda #10 Adjourn Meeting - A motion was made by Gordon Carncross to adjourn the March 1, 2018 Plan Commission meeting, 2nd by Renee Nair – motion carried unanimously. The meeting was adjourned at 9:15pm.

Respectfully Submitted by
Taffy Buchanan, Town Clerk

**TOWN OF WEST POINT
PLAN COMMISSION**

**RESOLUTION TO RECOMMEND APPROVAL
OF THE
FINAL PLAT
FOR RYAN'S HAVEN**

WHEREAS, the preliminary Plat for Ryan's Haven was conditionally approved by the Town Board on August 10, 2017; and

WHEREAS, in order to allow construction of the public improvements in connection with the preliminary Plat to commence prior to the approval and recording of the final Plat, the Marilyn E. Meffert Trustee for the Amalia W. Ryan Revocable Trust UID June 8, 1995 ("Developer") and the Town of West Point, Columbia County, Wisconsin ("Town") entered into a Development Agreement and a Conservation Easement Agreement, each dated November 10, 2017; and

WHEREAS, the final Plat for Ryan's Haven was submitted for review and approval by Developer and notwithstanding that the submittal was not entirely complete, the final Plat and related documents have been reviewed by the Town's consultants who have opined that they believe the final Plat conforms substantially to the preliminary Plat and that all of the conditions of the preliminary Plat have been met except as otherwise provided in this Resolution; and

WHEREAS, on September 20, 2017, the real estate comprising the final Plat was rezoned by the Columbia County Board of Supervisors as follows:

- Lot 1 to AO-1 Agriculture and Open Space;
- Lots 2-12 to R-1 Single Family Residence with a PD-1 Planned Residential Development Overlay;
- Outlot 1 and Outlot 2 to A-1 Agriculture with an A-4 Agricultural Overlay; and
- Outlot 3 to R-1 Single Family Residence; and

WHEREAS, the effective date of all the rezonings is deferred and the rezonings only take effect upon the date the final Plat is recorded; and

WHEREAS, the Plan Commission has completed its review of the final Plat and related documents and also finds that the final Plat conforms substantially to the

preliminary Plat and is in compliance with the Town's comprehensive plan and ordinances taking into account the waivers/modifications of same granted by the Town Board and proposed Comprehensive Plan amendment to be acted upon by the Town Board before the final Plat is recorded;

THEREFORE, upon the motion of Ron Grasshoff, seconded by Byron Olson, the Plan Commission hereby recommends approval of the final Plat of Ryan's Haven to the Town Board upon submission of satisfactory proof of fulfillment of the following:

1. Prior to the Town's execution of the final Plat, execution and delivery to the Town of the following final approved documents:

- Final Plat
- Declaration of Covenants, Restrictions and Conditions
- Trustee's Deed to Robert and Diane Hanson in form satisfactory to the Town Attorney
- Deed or other instrument in a form satisfactory to the Town Attorney terminating Robert and Diane Hanson's existing access over, through and across certain lots in the final Plat
- Declaration of Covenants, Restrictions and Conditions for Maintenance of Stormwater Management Measures

2. Prior to the Town's execution of the final Plat, payment of all park fees in lieu of dedication to totaling \$9,622.14.

3. Prior to the recording of the final Plat, final adoption by the Town of any required amendments to its Comprehensive Plan, pursuant to the Developer's application on file with the Town, reflecting the rezoning of the Lots and Outlots and the development generally.

4. Payment of all outstanding fees owed to the Town, including those of its Town Engineer and Attorney in connection with the review of the preliminary and final Plats prior to the final Plat being executed by the Town.

5. Obtaining written approval of any other agency or department having legal approval or objecting authority over the final Plat and obtaining all required signatures on the final Plat prior to recording.

2/23/2018 N:\DOCS\WD\66158\238\A3029316.DOC

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31

Town of West Point, Columbia County, Wisconsin

Resolution of the Town of West Point Plan Commission

Recommending Amendment of Town of West Point Ordinance 061407

To Adopt Changes to the Town of West Point Comprehensive Plan

Related to Ryan’s Haven Plat

Adopted March 1, 2018

WHEREAS, on June 14, 2007 the Town of West Point adopted a Comprehensive Plan as provided in s. 66.101(4)(b), Wis. Stats., and Town of West Point Ordinance No. 061407; and,

WHEREAS, the Town of West Point Plan Commission recommends that the Town Board approve the final plat of a subdivision containing twelve lots and three outlots named the Ryan’s Haven Plat; and,

WHEREAS, the Town of West Point has received a request for amendment of a portion of the Future Land Use Map contained in the Town’s Comprehensive Plan to be consistent with the approval and development of Ryan’s Haven Plat; and

WHEREAS, the revised “Proposed Future Land Use Map” is contained in the submittal which is appended to this resolution with the exception that Lot 1 should be indicated as “Agricultural or Open Space” rather than “Single Family Residential”; and

WHEREAS, Section 66.1001(4)(b), Wis. Stats., states in part that:

“(b) The plan commission or other body of a local governmental unit that is authorized to prepare or amend a comprehensive plan may recommend the adoption or amendment of a comprehensive plan only by adopting a resolution by a majority vote of the entire commission. The vote shall be

32 recorded in the official minutes of the plan commission or other body. The
33 resolution shall refer to maps and other descriptive materials that relate to
34 one or more elements of a comprehensive plan.”
35

36 NOW, THEREFORE, BE IT RESOLVED that the Town of West Point Plan
37 Commission, by a majority vote of the entire Commission, recommends to the
38 Town Board that a portion of the Future Land Map contained in the Town of West
39 Point Comprehensive Plan be amended as indicated in the “Proposed Future Land
40 Use Map” appended to this resolution with the exception that Lot 1 should be
41 indicated as “Agricultural or Open Space” rather than “Single Family Residential”;
42 and,
43

44 BE IT FURTHER RESOLVED that this resolution, the appendix to this resolution and
45 the roll call vote for adoption of this resolution be incorporated into and become
46 part of the minutes of the March 1, 2018 meeting of the Town of West Point Plan
47 Commission.
48
49
50

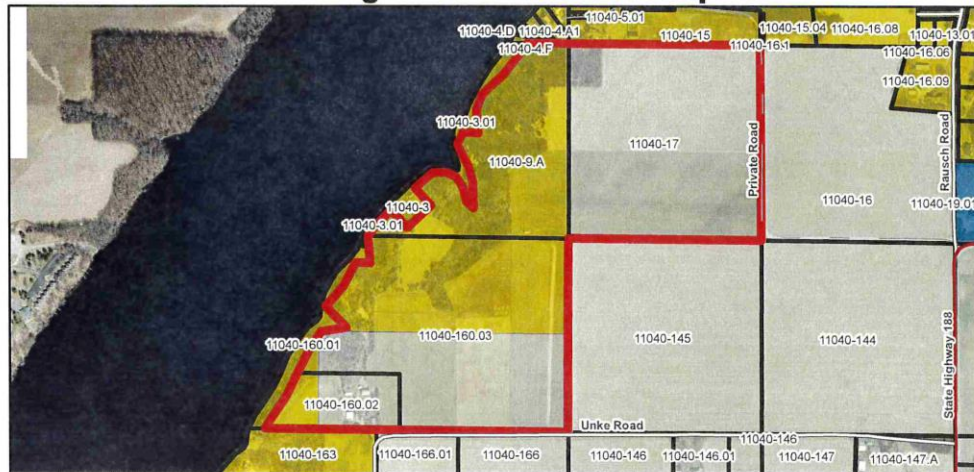
51 The foregoing resolution was duly adopted by a majority vote of the entire Town
52 of West Point Plan Commission at a meeting of the Plan Commission held on
53 March 1, 2018.
54
55

56 *Kevin Kessler*
57 Kevin Kessler, Plan Commission Chair
58
59

60 ATTEST:
61 *Taffy Buchannan*
62 Taffy Buchannan, Town Clerk

Plan Amendment: P20-2016 Amalia W. Ryan Living Trust

Existing Future Land Use Map:



Proposed Future Land Use Map:



Petitioner/Owner: Amalia W. Ryan Revocable Living Trust

Description of Property: SE-SE, Section 8, SW-SW, Section 9, N1/2-NE1/4, Section 17, T10N, R7E; Town of West Point;
Tax Parcels: 9.A, 17, 160; 113.8 acres

Site Address: N1997 Unke Road

Hearing Date: September 5, 2017

Reason for Proposed Amendment:

This property consists of land zoned and planned for both Single Family Residential and Agriculture and Open Space. The proposed amendment would reconfigure the Single Family Residential and Agriculture and Open Space land use designations to allow for a 10 lot subdivision on Unke Road.

Future Land Use

- Agricultural or Open Space
- City/Village
- Commercial
- Industrial
- Institutional/Public
- Multiple-Family Residential
- Recreational
- Single-Family Residential
- Transportation
- Proposed Plan Amendment Area



8/21/2017 RPJ