

Town of West Point
Plan Commission Minutes
May 21, 2015

Pursuant to Wisconsin State Statutes s. 19.84 the Plan Commission of the Town of West Point held its semi-monthly meeting on Thursday, May 21, 2015 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. The Plan Commission met on-site for an inspection of the Lane property at 6:00 PM and then the Merrimac Snack Shack property at 6:30 PM. No action was taken until the regularly scheduled meeting at 7:00. Chairman Kevin Kessler called the meeting to order at 7:05 p.m. Members present were Kevin Kessler, Gordon Carncross (Town Board Representative), Byron Olson, Ron Grasshoff, Nathan Sawyer, Fred Madison, and Renee Nair. Also present was Taffy Buchanan, Town Clerk.

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

Agenda #3 Approve Minutes – Copies of the May 7, 2015 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 Fred Madison - motion carried unanimously.

Agenda #4 Correspondence – The Town received an email from Kathy & Neil Bishop stating they are against the rezoning of the lots on Slack Hill. A letter was handed out to the Plan Commission members from Karen Dean and Dan Winzenried recommending the Plan Commission denies the request for the CUP for the Merrimac Snack Shack until all of the conditions they set forth are met.

Agenda #5 Citizen Input – None

Agenda #6 Rezoning of Parcels 75.D & 75.C for Beau & Rick Lane and 75.D2 for Kenneth & Priscilla Orvold – The rezoning request is to rezone the parcels from A-1 Agriculture to R-1-Single Family Residence. The Town Engineer stated in order to build on the parcel 75.D a variance would be needed because the slope of the land is in excess of 15%. They would also need to take special erosion control measures. Chairman Kessler pointed out that the 15% slope requirement was in the Town's land division ordinance so a variance should not be required

since no land division was being proposed. A motion was made by Gordon Carncross to recommend to the Town Board to recommend to the Columbia County Planning & Zoning to deny the rezoning request of the 3 parcels, 2nd by Ron Grasshoff – a roll call vote was taken – motion carried. Ayes: Gordon Carncross, Ron Grasshoff, Nathan Sawyer, Fred Madison, and Renee Nair. Nays: Byron Olson and Kevin Kessler.

Agenda # 7 CUP for Merrimac Snack Shack LLC, Zachariah Davenport, Casey Davenport, N2499 State Highway 188, Lodi, WI 53555 – A motion was made by Kevin Kessler to recommend to the Town Board as follows regarding the conditional use permit application for the Merrimac Snack Shack:

- 1) The Plan Commission recommends the Town Board recommend that the County approve the conditional use permit subject to the following permit conditions:
 - a. That in accordance with Sec 16-150-070 C.3. and D. of the County zoning ordinance, and the County “Town Board Action Report Form”, the Town finds that the criteria in D.1., D.2., D.3., D.4., and D.7. are “satisfied with conditions” and that the criteria in D.5. and D.6. are “satisfied.”
 - b. That all conditions of approval proposed by County staff in the CUP Pre-application Report dated April 20, 2015 be incorporated into the CUP except as modified or supplemented as follows:
 - i. That a condition be added requiring that the building color of all permanent and accessory buildings (with the exception of the front side of the concession building at the applicant’s discretion) be maintained in an earth tone color.
 - ii. That a condition be added requiring that the applicant construct and maintain a County-approved 6 ft. high privacy fence along the southwest property line from the highway right of way to an acceptable point past the neighboring house, such fence to be maintained in an acceptable condition and in an earth tone color.
 - iii. That a condition be added requiring that the applicant implement and maintain the erosion control measures required by the Town engineer as stated in his letters dated May 7 and May 14, 2015.

- iv. That a condition be added requiring that all operations end at 10:00 PM or one hour after sunset, whichever occurs first.
 - v. That a condition be added requiring that on-site parking for resident and employee parking be identified and that if identified outside of existing improved areas that no land disturbance occur until a new erosion control and storm water management plan is submitted to the Town engineer for review and approval.
 - vi. That the condition proposed by county staff regarding exterior lighting be modified to provide that any exterior lighting that does not meet the County zoning ordinance requirements be removed.
 - vii. That a condition be added requiring compliance with the County zoning code with respect to signage.
- 2) That should the Town Board not recommend approval in accordance with 1) (above) that instead, in accordance with Sec. 16-150-070 C.2. and C.3. of the County zoning ordinance, the Plan Commission recommends that the Town notify Columbia County that it will not provide written findings of fact on the application and will, therefore, make no recommendation.
- 3) That in all events, in accordance with Sec. 3.38(C)(4) and 7.10(G)(1) of the Town Code of Ordinances, the applicant shall be billed for and required to reimburse the Town for the reasonable Town engineer and Town Attorney expenses that the Town incurs in connection with all permit applications.

The motion was 2nd by Ron Grasshoff – the motion was withdrawn by Kessler. A motion was made by Kevin Kessler to amend the previous motion part 1)b. i. to read “That a condition be added requiring that the building color of all permanent and accessory buildings be maintained in an earth tone color except that the County may approve an alternative color for the concession building” and to add part 1)b.viii. “There shall be no onsite parking or designated parking for customers”, 2nd by Byron Olson – motion carried.

A motion was made by Kevin Kessler to approve the amended motion, 2nd by Nathan Sawyer – a roll call vote was taken – motion carried.

Agenda #8 Rezoning & Land Division for Dick Ryan at Spring Creek Farms 401K Plan Trust, W12350 Cty RD V, Lodi – A motion was made by Kevin Kessler to

postpone since the applicant was not present, 2nd by Ron Grasshoff – motion carried unanimously.

Agenda #9 Election of Plan Commission Officers - Kevin Kessler opened the election of Plan Commission Officers – A motion was made by Byron Olson to nominate Kevin Kessler as chairman of the Plan Commission, 2nd by Ron Grasshoff– there were no other nominations – nominations were closed. A motion was made by Fred Madison to elect Kevin Kessler as chairman of the Plan Commission, 2nd by Byron Olson – motion carried with Kevin Kessler abstaining. Kevin Kessler will be chairman of the Plan Commission. A motion was made by Kevin Kessler to nominate Fred Madison as vice chairman, 2nd by Byron Olson - there were no other nominations – nominations were closed. A motion was made by Ron Grasshoff to elect Fred Madison as vice chairman of the Plan Commission, 2nd by Nathan Sawyer – motion carried with Fred Madison abstaining.. Fred Madison will be vice chairman of the Plan Commission.

Agenda #10 Town Board Report – Gordon Carncross gave a report on the April and May meetings,

Agenda #11 Next Meeting Agenda and Date – The next meeting will be July 2, 2015.

Agenda #12 Adjourn Meeting. A motion was made by Fred Madison to adjourn the May 21, 2015 Plan Commission meeting at 9:35 pm.

Respectfully Submitted by
Taffy Buchanan, Town Clerk