

Town of West Point Plan Commission Minutes April 1, 2021

Pursuant to Wisconsin State Statutes s. 19.84 the Plan Commission of the Town of West Point held its semi-monthly meeting on Thursday, April 1, 2021 via Zoom. The meeting agenda was posted in three places as required by law and on the Town's website. Chairman Kevin Kessler called the meeting to order at 7:01pm. Members in attendance were Kevin Kessler, Gordon Carncross (Town Board Representative), Renee Nair, Ron Grasshoff, Byron Olson (7:10), Nathan Sawyer, and Darrell Lehman. Also present was Taffy Buchanan, Clerk.

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

Agenda #3 Approve Minutes – March 4, 2021 - Copies of the March 4, 2021 Plan Commission minutes had been emailed to each member for their review. A motion was made by Renee Nair to approve the March 4, 2021 minutes, 2nd by Nathan Sawyer – motion carried unanimously.

Agenda #4 Correspondence – Gordon Carncross stated there was a question about the steepness of the driveway for Russ Fiene on Reynolds Road. Darrell Lehman asked to check if a building permit or driveway permit was issued for N2251 Highway 188. A resident also asked Nathan Sawyer if there was a building permit issued for the Page property at the “t” where Highway 188 and Golf Road meet.

Agenda #5 Citizen Input – Kevin Kessler told the Plan Commission he sold his house and is going to build a house on the land that he bought close to the Town Hall.

Agenda #6 Site Plan Approval for Lot #9 Ryan's Haven, Dave Garner – Dave Garner presented his site plan. The Town Engineer, Andy Zimmer, sent a memo dated March 30, 2021 recommending approval of the site plan with four conditions. The conditions the Town Engineer suggested were: 1. The building envelope be staked by a professional land surveyor prior to final building and septic system stakeout and /or construction. 2. Install silt fence downslope of all site disturbed

areas meeting the requirement of UDC, Town Ordinance and best practices. 3. Provide temporary and / or permanent seeding of the access corridor upon completion of the rough grading and / or final grading phases of driveway construction. 4. Install approximate 8 cubic yards of 6" to 12" diameter riprap at the discharge end of the 18" swale culvert to prevent scouring and erosion. A motion was made by Darrell Lehman to recommend to the Town Board to approve the lot layout if the four conditions suggested by the Town Engineer are met and the following three conditions: 1. The Architectural Committee of Ryan's Haven approve the site plan and building envelope adjustment in writing; 2. Driveway Plan and permit are approved by the Town Engineer; 3. The Town Board approves the modification and waivers to Chapter 12 for the driveway to be disturbing slopes greater than 20%; 2nd by Gordon Carncross. A motion was made by Kevin Kessler to amend the previous motion by adding "the Plan Commission recommends approval of the modification and the waiver required for compliance with Chapter 12", 2nd by Ron Grasshoff – motion carried unanimously. The amended motion was approved unanimously.

Agenda #7 Chapter 12 – Roads and Driveways Ordinance – proposed revisions
– The Plan Commission discussed Chapter 12 revisions and decided it was difficult to look at the whole ordinance at one time. The Plan Commission will work on definitions for the next meeting. The comments about the definitions need to be sent to Darrell Lehman by Thursday, April 29, 2021 to discuss at the May 6, 2021 meeting.

Agenda #8 Next Meeting Date – The next meeting will be scheduled for May 6, 2021.

Agenda #9 Adjourn - A motion was made by Renee Nair to adjourn the April 1, 2021 Plan Commission meeting, 2nd by Darrell Lehman – motion carried unanimously. The meeting was adjourned at 9:17pm.

Respectfully Submitted by
Taffy Buchanan, Town Clerk