

Town of West Point Plan Commission Minutes September 16, 2021

Pursuant to Wisconsin State Statutes s. 19.84 the Plan Commission of the Town of West Point held its semi-monthly meeting on September 16, 2021, at the West Point Town Hall, N2114 Rausch Road, Lodi, WI 53555, and 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 7:00pm. Members in attendance were Kevin Kessler (Town Board Representative), Byron Olson, Renee Nair, Nathan Sawyer (7:05pm), Ron Grasshoff, Ben Carlson, and Darrell Lehman. Also present was Taffy Buchanan, Clerk.

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

Agenda #3 Approve Minutes – September 2, 2021 - Copies of the September 2, 2021, Plan Commission minutes had been emailed to each member for their review. A motion was made by Ron Grasshoff to approve the September 2, 2021, minutes as presented, 2nd by Byron Olson – motion carried unanimously.

Agenda #4 Correspondence – The Clerk has received multiple complaints about excess pea gravel on Crestview Drive and West Point Drive.

Agenda #5 Citizen Input – None

Agenda #6 Review and Possible Approval of Initial Application Completeness, Initial Application, and CSM for proposed Land Division from Grothman & Associates for Terry Shifflet – Parcel #11040-164.03 – The Plan Commission went through Section 6.08 and other portions of Chapter 6 of our Code of Ordinances to determine the completeness of the Initial Application. A motion was made by Kevin Kessler that the Plan Commission identified the following items of the Initial Application that still need to be completed:

- 6.08(B)(1)(d) – legacy trees or “stand-alone trees” need to be identified and mapped,
- 6.08(B)(2) - Development Analysis statement of right to further divide Lot 1,

- 6.08(B)(4)(d) – statement that construction site erosion of the road will be dealt with & approved by DNR and stormwater management will be done as lots are developed,
 - 6.08(B)(8) - updated list of waivers,
 - 6.08(B)(9) - Identification of anticipated restrictive covenants,
- 2nd by Ron Grasshoff – motion carried unanimously.

Any items from 6.08(B) not identified in the motion have been satisfied. In addition, the Plan Commission would like the applicant to put together an Initial Application Summary that indicates where each of the items can be found within the Initial Application. The Town Clerk will contact the Town Engineer to notify him that if he needs to visit the property before he gives his review, he can call Terry Shifflet to set up a time to meet.

A motion was made by Byron Olson that a public hearing under 6.12(B)(2) is not applicable in this instance, 2nd by Ron Grasshoff – motion carried unanimously. Darrell Lehman pointed out that the easement on the CSM should also run to the south on the eastern boarder of the parcels according to the motion the Town Board made at the July 8, 2021 meeting regarding the concept of a Town Road Dedication. At the next meeting the Plan Commission may be able to determine the Initial Application complete, and possibly recommend approval of the Initial Application and / or the CSM to the Town Board if they receive all required information for the Initial Application by October 4, 2021 to have time to review it. Kevin Kessler will consult with the Town Attorney to see if the Plan Commission could also recommend the approval of the CSM the same night or do they have to wait until after the Town Board would approve the Initial Application.

Agenda #7 Town Board Report – Kevin Kessler reported on the September 9, 2021, Town Board meeting.

Agenda #8 Next Meeting Date – The next meeting will be scheduled for October 7, 2021.

Agenda #9 Adjourn - A motion was made by Ron Grasshoff to adjourn the September 16, 2021, Plan Commission meeting, 2nd by Ben Carlson – motion carried unanimously. The meeting was adjourned at 9:55pm.

Respectfully Submitted by
Taffy Buchanan, Town Clerk