

Town of West Point
Plan Commission Minutes
March 16, 2023

Pursuant to Wisconsin State Statutes s. 19.84 the Plan Commission of the Town of West Point held its semi-monthly meeting on March 16, 2023, 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 7:02pm. Members in attendance were Kevin Kessler, Nathan Sawyer (7:05pm), Ben Carlson, Byron Olson, and Darrell Lehman. Also present was Taffy Buchanan, Clerk. Absent was Ron Grasshoff (excused). There is one vacant seat on the Plan Commission.

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

Agenda #3 Approve Minutes – March 2, 2023 – Copies of the March 2, 2023, Plan Commission minutes had been emailed to each member for their review. A motion was made by Ben Carlson to approve the March 2, 2023, minutes as presented, 2nd by Darrell Lehman – motion carried unanimously.

Agenda #4 Correspondence – Columbia County Planning & Zoning sent a Summary Report for a rezone request for Jeanne Bourdeau-Heller for parcel #11040-474. Luke Kloberdanz, Ice Age Trail Alliance, sent a letter in response to the letter the Town Board sent about unsafe road conditions for walkers on County Road JV.

Agenda #5 Citizen Input – None

Agenda #6 Completeness determination for Initial Application and Concept Plan – Blackhawk Ridge Estates Condominium proposal – The applicants changed their previous application and submitted the updated application on March 6, 2023. A motion was made by Darrell Lehman that the Plan Commission recognize that an amended Initial Application, Concept Plan and Waiver Request for Blackhawk Ridge Estates Condominiums has been received and that it reaffirms its previous determination made on March 2, 2023 that the Application, Plan, and Waiver Request have been determined to be complete under s. 6.08(C)(1) of the Code of Ordinances, 2nd by Byron Olson – motion carried unanimously.

Agenda #7 Recommendation on Initial Application and Concept Plan for Blackhawk Ridge Estates Condominium – Darrell Lehman asked the applicants if they believe the next steps of holding a meeting with the Town Engineer, Town Attorney, and having a site visit have been met. Molli Babler & Matt Parnell stated they believe those steps have been met. A motion was made by Darrell Lehman that the Plan Commission recommend that the Town Board approve the Waiver Request for Blackhawk Ridge Estates Condominiums under s. 6.20 of the Code of Ordinances to allow four dwelling units (2 duplex buildings) on each lot (lots 1 and 2) based, among other things, on the following considerations:

- a. The five factors listed in s. 6.20(B) of the Town of West Point Code of Ordinances were considered in acting upon a waiver request.
- b. The fact that up to 7 dwelling units (total) would be allowed on the under s. 6.04(B) of the Code of Ordinances if the landowner were to combine the two lots into one lot.
- c. The fact that under 6.08(C)(4)(c) of the Code of Ordinances, the waiver request will be acted upon by the Town Board with an acceptable Initial Application and Concept Plan as recommended by the Plan Commission.
- d. The fact that under s. 6.09(D)(2) of the Code of Ordinances, a public hearing shall be scheduled prior to Plan Commission or Town Board action on the Preliminary Plat and that if changes are necessary, action by the Town Board regarding the waiver request is not binding upon the Town in connection with the review of the Preliminary Plat (s. 6.08(C)(4)(c).

2nd by Byron Olson – motion carried unanimously. A motion was made by Darrell Lehman that as the written report from the Plan Commission: The Plan Commission has determined that the Initial Application, Waiver Request and Concept Plan for Blackhawk Ridge Estates Condominiums are complete. Further, the Town of West Point has previously complied with the requirements of s. 6.08(C)(1)-(3) of the Code of Ordinances. There remain outstanding issues regarding stormwater management and potentially regarding driveway configuration, however, the Plan Commission has determined that no additions, changes or corrections to the Concept Plan or Initial Application are necessary at this stage and that the remaining issues can be addressed as part of the review of the Preliminary Condominium Plat, 2nd by Byron Olson – motion carried unanimously. A motion was made by Darrell Lehman the Plan Commission

recommend that the Town Board conditionally accept the initial application, concept plan and waiver request for 8 dwelling units serviced by one driveway entrance on Golf Road. This action is conditioned upon the Town of West Point and the Landowner / Applicant agreeing upon a modification of the existing deed covenants applicable to Lots 1 and 2 to allow a driveway access for the condominiums from Golf Road, 2nd by Byron Olson – motion carried unanimously.

Agenda #8 Status of erosion control and stormwater plan review – Blackhawk Ridge Estates Condominium proposal – The applicants engineer has been working on the plans and has made changes since last talking with Town Engineer. The Town Engineer is working on reviewing the plan. Kevin Kessler reminded the area residents that the water that does not originate from lots 1 & 2 is not the applicant’s responsibility.

Agenda #9 Status of Preliminary Condo Plat - Blackhawk Ridge Estates Condominium – A motion was made by Darrell Lehman that in accordance with s. 6.09(D)(2) of the Code of Ordinances, the Plan Commission instruct the Town Clerk to schedule a Public Hearing before the Plan Commission, after action by the Town Board to approve or approve conditionally the Initial Application, Concept Plan and Waiver request but before the Plan Commission acts on the Preliminary Condo Plat, 2nd by Ben Carlson – motion carried unanimously.

Agenda #10 Town Board Report - Kevin Kessler reported on the March 9th, 2023, Town Board meeting.

Agenda #11 Next Meeting Date – The next meeting will be scheduled as needed.

Agenda #12 Adjourn - A motion was made by Darrell Lehman to adjourn the March 16, 2023, Plan Commission meeting, 2nd by Nathan Sawyer –motion carried unanimously. The meeting was adjourned at 8:16pm.

Respectfully Submitted by
Taffy Buchanan, Town Clerk