

**Town of La Pointe Zoning  
Town Plan Commission Special Monthly Meeting Minutes  
Wednesday, September 02, 2009**

**Town Plan Commission (TPC) Members Present:** Ted Pallas; Chair, Charles Brummer; Vice-Chair, Larry Whalen (leaves at 5:30 and returns at 6:08), Greg Thury, Suellen Soucek, Ron Madich (6)

**Town Plan Commission Members Absent:** Carey Baxter (1)

**Public Present:** Paul Brummer, Larry Bean, William Tibble, Karen Nicholas (4)

**Town Staff Members Present:** Jennifer Croonborg; ZA, Jessica Hatch; ZCA (2)

**I. Call to Order/Roll Call**

Chair, T. Pallas called the meeting to order at 5 pm at the Town Hall. Roll call reflected members present or absent as recorded above.

**II. Public Comment**

- Mr. Larry Bean, Chair of the Alternative Energy Committee, brings the TPC up to date on the happenings regarding the meteorological tower located at Big Bay State Park, as well as the plans for a new location on the north end of the island that will have higher elevation and may produce better results.
- William Tibble, as agent of David and Cythia Collins asks to give input during that agenda item.
- Paul Brummer gives a shout out to Birdie Pallas.
- Karen Nicholas explains she is present to answer any questions regarding her request.

**III. Approval of Previous Meeting Minutes:**

**a. Town Plan Commission Workshop July 30, 2009**

On the first page, change the number of TPC present from “(7)” to “(6),” and under “Absent” change “Maddich” to “Madich.” On page 2, under item IIIa., change “...or replacement or doors...” to “...or replacement of doors...” On page 3, under “Conditional Uses” for W-1 change “Veterinary Care Facilities,” to “Veterinary Care Facility.” G. Thury moves to approve the Town Plan Commission workshop of July 30, 2009 as amended. S. Soucek seconds. All in favor, 5 aye, 1 abstain (RM). Motion Carries.

**b. Town Plan Commission Regular Monthly Meeting August 19, 2009**

Under item Va., add “There was general consensus of the Commission that the application is approvable.” Under VI.b, “change “Composting toilets not be listed...” to “Composting toilets being listed...” On page 1, change, “Mr. Ryder explains...” to “Mr. Ryder states...” Under item VIII, Change “Quoroms” to “Quorums.” C. Brummer moves to approve the Town Plan Commission Regular Monthly Meeting minutes of Wednesday, August 19, 2009 as amended. G. Thury seconds. All in favor, 6 aye. Motion Carries.

**c. Town Plan Commission Workshop August 27, 2009**

These minutes will be on the next meeting’s agenda for approval.

**VI. Zoning Administrator’s Report**

ZA speaks to the ZCA’s resignation letter and states the position has been posted. She expresses that the Zoning Office is overwhelming now with permits as well as several violations.

V. **Consideration and/or Action of Permit Applications:**

- a. **Collin, David/Cynthia. Addition/Alternation at 1109 Sunnyslope.**  
ZA gives background on this lot and request. Her questions to the TPC are highlighted in her Memorandum to the Commission dated 8-24-09. The issue with the Collin's structure is that it does not meet setbacks in two ways. It is non-conforming to shoreland setbacks, though close enough to make some alterations to the landward side of the structure. As well, the structure does not meet Town side yard setbacks. ZA asks the TPC if in regard to the side yard setback, can the addition be built? If so how are fees calculated? ZA and Ashland County ZA, Larry Hildebrandt will do a site inspection on Thursday, 09-03-09.

It is discussed what will be done structurally to the house. ZA is concerned with maintaining fairness to all property owners. It is TPC consensus that the foundation work is fine and no fees will be charged for removal and replacement of what is existing, but if any more is added or if there is any other structural alteration there are fees.

- b. **Nicholas, Karen/Bradley. Fire Number, Driveway Extension, and Camping on Private Land.**  
ZA explains what the Nicholas' are requesting. They have two trailers on their land; they have applied for a building permit for one of the trailers and for one privy. ZA feels due to the complicated Town's Camping Ordinance this request is hard to approve. Commission Whalen asks if both trailers are lived in. Mrs. Nicholas states that no, one trailer is for storage and a generator. This means that the uninhabited trailer is an "accessory structure" and does not need a Land Use Permit or a Building Permit, and which will not require sanitation. The Nicholas' should apply for a permit for their Accessory Structure.

VI. **Old Business**

- a. **Review of Town Plan Commission By-Laws and report from Commissioner Whalen regarding Robert's Rules of Order- Possible action to amend By-Laws**  
The Town of Barnes By-Laws is considered as a possible parliamentary procedure to adopt. Discussion. L. Whalen moves that the Town Plan Commission By-Laws be altered so that Article VI Item C shall read: "Meetings will be conducted in an orderly fashion. In the event of a disagreement regarding procedure Robert's Rules shall govern." G. Thury seconds. All in favor, 6 aye. Let the record show that was 6 out of 6. Motion Carries.
- b. **Draft of Camping Unit Registration and Sanitary Maintenance Agreement Form**  
ZA expresses administrative complications with the Camping Ordinance and the purpose of these forms. The Wisconsin Town's Association (WTA) was going to be contacted to find out if the sanitation form can be enforced by the Zoning Department, they have not been contacted as of yet. C. Brummer questions why we are not consistent with Ashland County in terms of temporary structures and sanitation. ZA asks the TPC to consider adding the requirement to obtain a fire number for properties solely used for camping for emergency service purposes to the Camping Ordinance.
- c. **Zoning Ordinance Revision Project**
1. **Zoning Ordinance Section 3 "Zoning Districts"**  
ZA would like the TPC to consider "Community Gardens" when working on Zoning Districts, as this is an issue arising in our community at this time and it is not quite the same as "Agricultural Crop Farming." "Low impact, quiet sports" need to be discussed.
  2. **Zoning Ordinance "Zoning Schedules-Dimensional Requirements"**  
See above.

**VII. New Business**

**a. La Pointe Health Clinic Project to convert part of garage to office space.**

The question is do they need a Change of Use Permit? TPC consensus is that if they keep within the current building they do not. ZA will write a letter to them stating that they do not need a Change of Use Permit and will refer them to James Price Alder Engineering.

**VIII. Future Agenda Items- Next Special Monthly Meeting**

- **Approval of TPC Workshop Minutes Thursday, August 27, 2009**
- **Zoning Ordinance Revision Project**
- **CSM's for Consideration:**
  - **Methun**
  - **Irvine**
  - **Nelson**

**IX. Schedule of Next Meeting**

- **TPC Workshop-Thursday, September 10, 2009-1 PM**
- **TPC Regular Monthly Meeting-Wednesday, September 16, 2009-5 PM**

**X. Adjournment**

R. Madich moves to adjourn. S. Soucek seconds. All in favor, 6 aye. Motion Carries. Meeting ends 6:35 PM.

**Draft Town Plan Commission Minutes respectfully submitted by Zoning Clerical Assistant, Jessica L. Hatch on Friday, September 04, 2009.**

**TPC minutes are approved as amended by ZCA, J.Hatch, on Wednesday, September, 16, 2009.**