

**Town of La Pointe Zoning
Town Plan Commission Special Monthly Meeting Minutes
March 6, 2013**

Town Plan Commission (TPC) Members Present: Ted Pallas, Chair, Charles Brummer, Vice-Chair, Larry Whalen, Joan Martin, Carey Baxter, Greg Thury (6).

Town Plan Commission members absent: Suellen Soucek (1).

Public Present: Dave Thomas, Paul Brummer, Holly Tourdot (3).

Town Staff Members Present: J. Croonborg-Murphy, ZA, Margaretta Kusch, ZCA (2).

I. Call to Order/Roll Call

Chair Pallas called the Meeting to order at 4:32 PM at the La Pointe Town Hall. Roll call reflected members present or absent as recorded above.

II. Public Comment

Dave Thomas reads aloud a letter he submitted (attached to these minutes and part of the permanent record), in which he asks that a resolution be passed opposing efforts to diminish and downsize Zoning, that design principles for energy conservation/efficiency be specified in the Zoning Ordinance, and that the Town Plan Commission adopt a backcasting (rather than forecasting) methodology during the Comprehensive Plan revision process.

P. Brummer notes that draft Zoning Ordinance text change language is being developed regarding Board of Appeals operating procedures and requirements. He feels that similar standards should be proposed for Town Board members as concerns decision-making with Conditional Use Permits.

III. Approval of Previous Meeting Minutes

• **Town Plan Commission Regular Monthly Meeting, February 20, 2013.**

- In item V, third paragraph, change final sentence from “*He feels that he only needed a permit for the additional square footage, which was the basement, and that’s done, so he’s just doing repair (no permit required)*” to “*He feels that he only needed a permit for the additional square footage, which he obtained, and now he’s just doing repairs, for which no permit is required.*”
- In item V, eighth paragraph, change “*The Zoning Administrator responds that she told S. Soucek to file papers*” to “*The Zoning Administrator responds that she received a phone call from S. Soucek and advised her to file a complaint if she wished.*”

G. Thury moves to approve the Town Plan Commission Regular Monthly Meeting minutes of February 20, 2013, as amended. L. Whalen seconds. All in favor, 6 aye. Motion carries.

IV. Zoning Administrator’s Report

The Zoning Administrator has copied the rough draft Ashland County Metallic Mining Ordinance language (Public Hearing date still to be determined) to the Town Board/Town Plan Commission should they be interested in the matter.

She has also distributed example case studies/legal rulings from around the state for informational purposes, to illustrate that case law repeatedly shows that appeals filed in an untimely manner tend not to be shown favor in court.

V. Consideration and/or Action of Permit Applications

VI. New Business

- **Zoning Administrator request for interpretation re: Island Corn stand minor accessory structure in front of Island Market, Inc., 804 Main St., LP #014-00436-0501.**

Ms. Denton is planning on moving her Island Corn wagon from her own property to the lawn in front of the Island Market this summer. The wagon didn't previously require a Land Use Permit as it is a minor accessory structure, but a sign permit was required (a sandwich board and a sign on the wagon). Are any new or different permits required now when the wagon is moved?

After some discussion over the new, more central location of the wagon, the consensus is that Ms. Denton does need to file a new permit for signage, that the sign on the wagon is allowed as long as it's not larger than twelve square feet, but that a sandwich board will not be allowed.

Chair Pallas moves to instruct Margie Denton that she will be allowed a sign on the popcorn wagon not to exceed twelve square feet. She will not be allowed a sandwich board sign and she will have to apply for another permit for the sign. G. Thury seconds. All in favor, 6 aye. Motion carries.

G. Thury moves to amend the agenda to place Item VII, bullet point two, ahead of Item VII, bullet point one. Chair Pallas seconds. All in favor, 6 aye. Motion carries.

VII. Old Business

- **Comprehensive Plan Review: discuss 2013 public visioning phase and the drafting of a Public Participation Procedure.**

Chair Pallas feels that from this point on, meetings should either be designated for zoning or planning matters. After some discussion, it's decided that the Regular Monthly Meetings (on the 3rd Wednesdays of the month) will be for zoning matters, and the Special Monthly Meetings (on the 1st Wednesdays of the month) will be for planning (i.e. the Comprehensive Plan Review). However, the upcoming Regular Monthly Meeting is going to be focused on planning as well, so there'll be two meetings in a row focused on planning initially.

Further regarding meetings, the joint Town Board/Town Plan Commission meeting regarding the Comprehensive Plan review is discussed. Tom Wojciechowski of the UW-Extension office for the region will attend. The possible dates of Thursday, April 11, Thursday April 18, and Thursday April 25 (meeting to be held at 2 pm) will be proposed to the Town Board and Mr. Wojciechowski.

The main issues that will be worked on at the next meeting are, first, the draft of a Comprehensive Plan Revision Process Communication and Public Involvement Plan document and second, creation of survey questions for a public survey.

- **Board of Appeals text change language**

The Town Plan Commission continues reviewing and discussing the Board of Adjustment section of the Bayfield Zoning Ordinance, and selects portions of that section to adopt in the draft text change proposal for the La Pointe Zoning Ordinance.

The ZCA will create a draft of the text change proposal for the Town Plan Commission to review and edit at the next meeting. (the draft is attached to these minutes and is part of the permanent record).

G. Thury moves to resume the agenda as originally posted at item VII. C. Baxter seconds. All in favor, 6 aye. Motion carries.

VIII. Future Agenda Items

- **Board of Appeals text change language**
- **Comprehensive Plan Review**

IX. Schedule Future Meetings

- Next Regular Monthly Meeting to be held Wednesday, March 20, 2013, at 5:00 pm.
-

X. Adjournment

G. Thury moves to adjourn. C. Baxter seconds. All in favor. Motion Carries. Meeting ends at 5:45 pm.

Town Plan Commission minutes respectfully submitted by Margareta Kusch, ZCA on Friday, March 08, 2013.

Town Plan Commission minutes approved as amended on Wednesday, March 20, 2013.