

**Town of La Pointe Planning and Zoning
Town Plan Commission Special Meeting Minutes
April 6, 2016**

Town Plan Commission (TPC) Members Present: Ted Pallas, Chair; Charles Brummer, Vice-Chair; Suellen Soucek; Greg Thury; Mike Starck; Joan Martin (6).

Town Plan Commission members absent: Margie Denton (1).

Public Present: Paul Brummer, Charles Meech, Arnie Nelson, Robin Trinko Russell, Gary Russell, Michael Childers, John Soucek, Glenn Carlson, Jim Patterson, Sue Brenna, Charles Nelson. (11)

Town Staff Members Present: Lisa Potswald, Planning and Zoning Administrator (1).

I. Call to Order/Roll Call

Chair Pallas calls the meeting to order at 4:45 PM. Roll call reflects members present or absent as recorded above.

II. Public Comment

None.

III. Approval of Previous Meeting Minutes

a. Town Plan Commission Special Monthly Meeting, March 2, 2016.

G. Thury moves to approve the Town Plan Commission Special Monthly Meeting minutes of March 2, 2016 as presented. S. Soucek seconds. Five in favor; J. Martin abstains. Motion carries.

b. Town Plan Commission Special Meeting, March 10, 2016.

M. Starck moves to approve the Town Plan Commission Special Meeting minutes of March 10, 2016 as presented. S. Soucek seconds. Five in favor; J. Martin abstains. Motion carries.

IV. Zoning Administrator's Report

a. The March 2016 report was presented.

V. Consideration and/or Action of Permit Applications

a. Craftivity/MISA Application for Change of Use – Parcel #014-00178-0200.

After some discussion it was moved by M. Starck to table the discussion on this matter until Friday, April 8, 2016 at 4:30 p.m. G. Thury seconds. All in favor. Motion carries.

b. Greg Nelson dba C.A. Nelson & Son Construction Conditional Use Permit Application – Parcel #014-00195-0302 – construct heated storage buildings and commercial greenhouse

c. Greg Nelson dba C.A. Nelson & Son Construction Conditional Use Permit Application – Parcel #014-00202-0700 – move structures and equipment from 631 Middle Road to 638 Miller Farm Road

After discussion, Chair Pallas moves to recommend to the Town Board that Mr. Nelson pay only one fee for both CUP applications since they will be dealt with in the same meeting, and the fees are meant to cover town costs, not to make money. G. Thury seconds. All in favor. Motion carries.

C. Brummer requested some additional information to clarify the application. He would like a map of the existing structures on each property, and another map of the proposed structures for each property, so they can be clear about what buildings are being moved and what is being built. More specific information is needed about the structure sizes and heights, and what the setbacks are for each structure. The frontage road should be indicated on the 631 Middle Road property map.

Property owners within 300 feet of each of the two proposed properties will be notified of the public hearing.

The greenhouse business is being classified as Agricultural Crop Farming, a permitted use in W-2. Only the storage buildings are conditional uses in W-2. C. Brummer asked to know what will go on at the greenhouse; that is, what are the hours of operation, will lights be installed, where will customers park, and will there be additional buildings. ZA will send a letter to Mr. Nelson requesting the information asked for by the Town Plan Commission members.

The public hearing is set for Wednesday, April 27, 2016 at 4:30 p.m.

VI. New Business

None.

VII. Old Business

- a. Private Road/Driveway Ordinance**
 - 1) Letter for existing property owners with driveways
 - 2) Second draft of ordinance for going forward (new driveways)
 - 3) Appeal process

Nothing to report.

- b. Camping Units/Campsites – Update**

Nothing to report.

- c. Cell Tower Update**

Nothing to report.

VIII. Future Agenda Items

None.

IX. Schedule Future Meetings

A Special meeting is scheduled for Friday, **April 8, 2016 at 4:30 p.m.** to discuss the Craftivity/MISA public hearing and application.

A Public Hearing is scheduled on **Wednesday, April 27, 2016 at 4:30 p.m.** to hear public comment on the two Greg Nelson conditional use permit applications.

The next special monthly meeting is scheduled for **Wednesday, May 4, 2016 at 4:30 p.m.**

X. Adjournment

G. Thury moves to adjourn. C. Brummer seconds. All in favor. Motion carries. Meeting ends at 5:20 pm.

Town Plan Commission minutes respectfully submitted by Lisa Potswald, Planning and Zoning Administrator, on Friday, April 8, 2016.