

**Town of La Pointe Planning and Zoning
Town Plan Commission Special Monthly Meeting Minutes
April 7, 2014**

Town Plan Commission (TPC) Members Present: Ted Pallas, Chair, Charles Brummer, Vice-Chair, Joan Martin, Carey Baxter, Greg Thury, (5).

Town Plan Commission members absent: Suellen Soucek, Margie Denton (2).

Public Present: Mike Starck (1).

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

I. Call to Order/Roll Call

Chair Pallas called the meeting to order at 4:30 PM. Roll call reflected members present or absent as recorded above.

II. Public Comment

Mike Starck stated that he was present to speak on agenda item #6.

III. Approval of Previous Meeting Minutes

G. Thury moves to approve the Town Plan Commission Special Monthly Meeting minutes of March 19, 2014 as amended. C. Baxter seconds. Five in favor. Motion carries.

IV. Zoning Administrator's Report

March report reviewed and placed on file.

V. Consideration and/or Action of Permit Applications

None.

VI. New Business

Bergeon trailer on property 014-00054-0900 (requested by agent Mike Starck to be on the agenda)

Mike Starck was contacted by the owner to find out if she could place a "construction" trailer on her property that she would live in while she builds on her property. She intends to work on the project as she gets money. TPC members pointed out that a project begins at land disturbing activity and the builder then has 2 years to complete. How can she build a house in the buildable core she has with a camper on site? TPC members agreed by consensus that the trailer could not be put on the slab for the house after it is poured. The TPC would consider her putting the trailer across the road, but she must have an acceptable sanitary system and power. However, the special exceptions state that she cannot have a trailer on the property, and there are other options available to her, such as the Town Park just down the road. It was pointed out that the TPC assisted her in finding a buildable core on the property, and that they want to see her complete her house. It is acceptable for her to have a construction trailer on her property, but if someone lives in a construction trailer, it then becomes a camper.

VII. Old Business

a. Zoning Ordinance Amendment/Public Hearing

1. ZA distributed Attorney Fauerbach's letters regarding recommended changes and questions.
 - C. Brummer was concerned about the potential for present CUP holders taking advantage of the situation to change their CUPs; however the Ashland County Zoning Ordinance does not allow for changes to CUPs once they are issued, so that alleviates C. Brummer's concerns.
 - TPC members reviewed each page for changes recommended by Attorney Fauerbach and TPC members.
2. C. Brummer moves to recommend to the Town Board approval of the draft Special Development Requirements (Ashland County Zoning amendment) for the Town of La Pointe dated April 4, 2014 as amended; G. Thury seconds. All in favor. Motion carries.
3. Mike Starck summarized the process going forward. The Public Hearing will be held on April 9 at 10:00 a.m. at the Town Hall. G. Thury and C. Brummer indicated they plan to attend. The Ashland County Zoning Committee will meet to discuss the public hearing results on April 10 at 9:00 a.m. and will make a recommendation to the Ashland County Board. Mike Starck will preside over this meeting. The Ashland County Board will vote on the amendment on April 15. ZA will attend both meetings; however Joe Rose will be sworn in and representing the Town at the County Board meeting. Mr. Rose has not yet responded to the Town Administrator's request made on April 1 for a meeting to bring Mr. Rose up to speed on Town issues.
4. TPC members had questions of Mike Starck as to how Board members are assigned to committees such as the Zoning Committee, and how the chairs are chosen. Mike explained that Board members tell the Administrator what committees they want to be on. The committees each choose their respective chairs. Mike thought the same people would remain on the Zoning Committee.
5. Chair Pallas recommends that the TPC set up a meeting with the Ashland County Zoning Committee once the new member and chair have been appointed to explore and encourage a cooperative working relationship going forward.

b. Comprehensive Plan survey – final report

The consultant sent the final report for the comprehensive plan survey. However, it is a summary and does not include results of all the information gathered. The TPC wants the report written to include all results; the ZA will complete this.

c. Comprehensive Plan review and changes – set schedule

1. The ZA will also update population information and provide the TPC with a draft for their review.
2. Comprehensive Plan review schedule: The TPC will devote one meeting per month to reviewing and updating the plan once the survey and population numbers are updated.

d. Expedited citation process

The expedited citation process was included in the new rental ordinance. The zoning ordinance changes/updates will be on hold due to the Hegwood case, so this item will be taken off the agenda.

VIII. Future Agenda Items

a. Comprehensive Plan survey

b. Results of Ashland County Board vote on ordinance amendment and moratorium

IX. Schedule Future Meetings

Next Regular Meeting to be held **Wednesday, April 23, 2014 at 4:30 p.m.**

X. Adjournment

G. Thury moves to adjourn. C. Baxter seconds. All in favor; motion carries. Meeting ends at 5:36 pm.

Town Plan Commission minutes respectfully submitted by Lisa Potswald, Planning and Zoning Administrator, on Tuesday, April 8, 2014.