

**Town of La Pointe Zoning
Town Plan Commission Regular Monthly Meeting Minutes
Wednesday, June 16, 2010**

Town Plan Commission (TPC) Members Present: Ted Pallas, Chair; Charles Brummer; Vice-Chair, Larry Whalen, Greg Thury (leaves at 5:58), Ron Madich, Suellen Soucek, Carey Baxter (7).

Town Plan Commission Members Absent: None.

Public Present: Mike Starck, Paul Brummer (2).

Town Staff Members Present: Jennifer Croonborg; ZA, Margaretta Kusch; ZCA (2)

I. Call to Order/Roll Call

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

II. Public Comment

P. Brummer states that the Town of La Pointe Zoning Board of Appeals currently has no by-laws. He feels it should, and suggests the Town Plan Commission alter Section 10.0 of the Zoning Ordinance to make the Zoning Board of Appeals subject to the same by-laws as the Town Plan Commission operates under.

III. Approval of Previous Meeting Minutes

a. Town Plan Commission Special Monthly Meeting, June 2, 2010

- On page 3, change “50-yard setbacks” to “50-foot sideyard setbacks.”

G. Thury moves to approve as amended the Town Plan Commission Regular Monthly Meeting minutes of May 19, 2010. S. Soucek seconds. All in favor, 7 aye. Motion Carries.

IV. Zoning Administrator’s Report

- A couple of violations have been filed
- Letters have been sent to about 9 property owners who haven’t renewed their Rental of Single Family Dwelling Permits yet
- A letter has been sent to Robert Hartzell regarding possible illegal subdivision on Mondamin Trail
- A letter has been sent to Frank Anderson regarding issue of campground on private property without permit
- Revenue from building permit fees has already increased a few thousand dollars from 2009

V. Consideration and/or Action of Permit Applications:

a. Bergeon, Susan & Glenn RE review and consider application for a special exception for reduced setbacks at 2635 Big Bay Road, LP # 014-00054-0900

- **Review and consider application; determine completeness**

M. Starck, agent for the Bergeons, is attending the meeting for clarification on what needs to be added or altered to the application in order it to be ready for submittal.

The Zoning Administrator has submitted a review of the application as it stands, noting all the missing information needed in order for the application to be complete. The following issues need to be addressed:

- Both Glenn and Susan Bergeon need to sign the application
- The boundary map and the plot plan measurements need to correspond in terms of measurements
- Proposed building site needs to be staked out at property
- Wetlands/land features properly shown on map
- Question 3 needs to be more fully answered, i.e. current use and improvements to property need to be shown (driveways, stairs, deck, etc.)
- Question 4 needs to be more fully answered, i.e. describe how the factors found in the La Pointe Zoning Ordinance Section 7.1C will be affected by the proposed Conditional Use Permit/Special Exception.
- Question 5 needs to be more fully answered, i.e. list design/practices proposed to further such standards [in the answer to question 4]

Chair Pallas offers to help Mr. Starck stake out the site. The Zoning Administrator will also help with this.

The board agrees to give the Bergeons an extension until August 1st to remove their trailer from the property, so long as it's not used for human habitation.

- **Possibly schedule Public Hearing**

The Public Hearing for this Special Exception application will be scheduled as soon as the completed application is submitted. The application will be placed on the agenda for the next Town Plan Commission meeting in order to schedule the Public Hearing if possible.

b. Bayfield School District RE 55 foot IT tower with concrete foundation @ 868 Whitefish Street, LP #014-00470-0200.

The Zoning Administrator asks the Town Plan Commission if this needs a permit. Ashland County doesn't require one. Discussion ensues as to whether this tower should be treated the same as a cell phone tower, or if a variance is required due to the height. It is decided that more research should be done and the issue will be revisited at the next meeting.

c. Lotta's Lakeside Café, 14 square foot replacement sign @ 794 Main Street, LP # 014-00434-0208

This issue is being brought to the Town Plan Commission's attention because it is technically the business's fourth sign. It is decided that everything is in order for this permit to be approved, as the total square footage of all four signs don't exceed the allowable limit.

Chair Pallas makes a motion to move New Business up at this time. G. Thury seconds. All in favor, 7 aye. Motion Carries. G. Thury leaves at 5:58 pm.

VI. Old Business

Zoning Ordinance Revision Project

a. Review and possibly revise working draft of tentative Ordinance Revision, Sections 1.0-16.0.

- **Section 11.0 Amendments**
Not discussed.

- **Section 12.0 Public Hearings**
Not discussed

- **Section 13.0 Town Plan Commission**
Not discussed.

VII. New Business

a. Judi Patterson letter dated June 4, 2010 RE: opening of cul-de-sac off Mondamin Trail, Certified Survey Map #168

The Zoning Administrator asks the Town Plan Commission if it is the business of the Town to open a private road for one person. Chair Pallas states that he doesn't think the Town should be in the business of opening private roads. There is general agreement with the Chair's statement. The Zoning Administrator will pass this on to the Town Board.

b. Question: does putting on metal roof over existing asphalt shingles require an alteration permit

The Town Plan Commission feels this doesn't constitute an alteration, just maintenance.

VIII. Future Agenda Items

- Cone/Thompson RE: subdivision of parcel
- Bergeon, Susan & Glenn RE review and consider special exception application
- Bayfield School District RE 55 foot IT tower with concrete foundation @ 868 Whitefish Street
- Zoning Ordinance Revision Project: Sections 11.0 Amendments, 12.0 Public Hearings, and 13.0 Town Plan Commission

IX. Schedule of Next Meeting

The next Town Plan Commission Special Meeting will be held June 24, 2010, at 3:30 pm.

X. Adjournment

L. Whalen moves to adjourn. S. Soucek seconds. All in favor, 6 aye. Motion Carries. Meeting ends at 6:10 pm.

Draft Town Plan Commission Minutes respectfully submitted by Margaretta Kusch, ZCA, on Friday, June 18, 2010.

Town Plan Commission minutes are approved as submitted by Margaretta Kusch, ZCA, on Thursday, June 24, 2010.