

**Town of La Pointe Zoning
Town Plan Commission Regular Monthly Meeting Minutes
June 19, 2013**

TOWN PLAN COMMISSION APPROVED AS SUBMITTED ON JULY 17, 2013

Town Plan Commission (TPC) Members Present: Ted Pallas, Chair, Charles Brummer, Vice-Chair, Suellen Soucek, Ron Madich, Carey Baxter, Joan Martin (6).

Town Plan Commission members absent: Greg Thury (1).

Public Present: Dave Thomas, Mike Starck, Dick Hoffman (3).

Town Staff Members Present: Jennifer Croonborg-Murphy, Zoning Administrator, Lisa Potswald, Zoning Administrator Assistant (2).

Town Staff Members Absent: Pete Clark, Town Administrator (1)

I. Call to Order/Roll Call

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

II. Public Comment

None.

III. Approval of Previous Meeting Minutes

a. Town Plan Commission Special Monthly Meeting, June 5, 2013.

C. Brummer moves to approve the Town Plan Commission Special Monthly Meeting minutes of June 5, 2013 as presented. S. Soucek seconds. Six in favor. Motion carries.

b. Public Hearing on Proposed Ordinance Revisions, June 12, 2013

S. Soucek noted the following corrections:

- Page 2, fourth paragraph, take out “so”
- Page 2, fifth paragraph, change “my” to “his” comment
- Page 2, last paragraph change “have” to “ has” their poles in tubes

Dave Thomas suggests that, in the fifth paragraph, his comment “would be his comment” as amended by S. Soucek be struck and changed to read “Dave Thomas states that if a second...”

C. Brummer moves to approve the Town Plan Commission Public Hearing Meeting minutes of June 12, 2013 as corrected. S. Soucek seconds. Four in favor; R. Madich and J. Martin abstain. Motion carries.

IV. Zoning Administrator’s Report

a. Zoning Administrator resignation; transition plan

Chair Pallas states that he is sorry to see J. Croonborg Murphy leave. Other members agree that they are sorry that she is leaving.

Zoning Administrator updates:

- The mining company is filing a notice of intent to mine the Penokee site before the Ashland County ordinance goes through, so the company will not be under any regulation. Iron County has not yet held a public hearing. There is also legislation at the state to not allow protests/protestors at the site.
- Transition plan: L. Potswald states that she has been approached by the Town Board Chair regarding her interest in the Zoning Administrator position. J. Croonborg Murphy asks that the Town Plan Commission recommends to the Town Board that they approve posting the Zoning Administrator Assistant position immediately should L. Potswald accept the Zoning Administrator position.

The Town Plan Commission agrees by unanimous consensus to support a transition plan that promotes L. Potswald to Zoning Administrator and immediately posts for a Zoning Administrator Assistant position.

V. Consideration and/or Action of Permit Applications

- a. Regarding Certified Survey Map to reconfigure 4 lots into 3 – Richards, Fraser
Parcels 014-001570-0100, 014-001570-0200, 014-001570-0300, 014-001570-0400 – Hagen Road

The new survey has not yet been received.

VI. New Business

None.

VII. Old Business

- a. **Comprehensive Plan Survey**

The Town Board at their last meeting approved the use of volunteers in working on the comprehensive plan survey. J. Croonborg Murphy and L. Potswald met with Glenn Carlson and Dave Thomas prior to this meeting. Another meeting is scheduled for Tuesday, June 25, 2013 at 3:00 p.m. A final draft of the survey will be made available to the Town Plan Commission prior to the July 3 meeting.

An updated survey based on the first meeting was distributed to Town Plan Commission members. C. Baxter made the following recommendations:

- Throughout document - capitalize letters identifying questions
- Page 1 - J. add quiet sports
- Throughout document - include use back of sheet on open-ended questions
- Page 3 G - define
- Page 4 transportation - add questions
- Add questions on sustainability
- Page 8 - agriculture should be addressed more

Thanks to everyone who has worked on the survey thus far.

b. Zoning Ordinance text changes – Recommendation to Town Board

- Section 2 – Definitions. For the definitions of Garage Shelter/Canopy, Greenhouse and Hoophouse to remove sizes from the definitions section and insert in Section 4.2 (G).

The proposed changes to Section 7.3 submitted at the Public Hearing by a private property owner did not follow procedure, which includes paying a fee.

No other changes will be made as a result of the public hearing. The fee issue was discussed and can be addressed as part of the budget process. The Board of Appeals' Chair commented to J. Croonborg Murphy on the changes related to the Board of Appeals, and said it is everything they are already doing now.

Chair Pallas asked if those who missed the Public Hearing listened to the recording of the meeting; both J. Martin and R. Madich did listen to the recording of the meeting, and so can vote on the changes.

M. Starck asked if the Town Board members have to listen to the recording of the Public Hearing before they vote on the text changes. No one from the Town Board attended the Public Hearing. J. Croonborg Murphy read from the Ordinance that they do not have to listen to the recording for text changes; that the Town Board can vote on the recommendations of the Town Plan Commission.

C. Brummer moves to recommend to the Town Board changes to the Zoning Ordinance per resolution 2013-0515, including the changes discussed and decided upon at this meeting. S. Soucek seconds. All in favor. Motion carries.

VIII. Future Agenda Items

- a. Certified Survey Map – Richards
- b. Survey

IX. Schedule Future Meetings

- a. Next Special Monthly Meeting to be held **Wednesday, July 3, 2013 at 4:30 p.m. at the future site of Rieman Park for a walking tour.**

X. Adjournment

C. Baxter moves to adjourn. S. Soucek seconds. All in favor. Motion Carries. Meeting ends at 5:30 pm.

Town Plan Commission minutes respectfully submitted by Lisa Potswald, ZAA on Tuesday, June 25, 2013.