

**Town of La Pointe Planning and Zoning  
Town Plan Commission Regular Monthly Meeting Minutes  
September 23, 2015**

**Town Plan Commission (TPC) Members Present:** Ted Pallas, Chair; Charles Brummer, Vice-Chair; Margie Denton; Suellen Soucek; Mike Starck; Greg Thury; Joan Martin (7).

**Town Plan Commission members absent:** (0).

**Public Present:** Paul Brummer, Mr. and Mrs. Rieman. (3)

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

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**I. Call to Order/Roll Call**

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

**II. Public Comment**

P. Brummer wants to be present at any meeting held with Craftivity/MISA. He also pointed out an article in the 9/23/15 Ashland paper regarding zoning.

**III. Approval of Previous Meeting Minutes**

M. Starck moves to approve the Town Plan Commission Special Monthly Meeting minutes of September 2, 2015 as amended. S. Soucek seconds. Five in favor; J. Martin and T. Pallas abstain. Motion carries.

**IV. Zoning Administrator's Report**

ZA will be out of the office from 10/5 through 10/14.

**V. Consideration and/or Action of Permit Applications**

**A. Receipt of Petition for Amendment of Zoning District Boundaries: Lots 4 and 5 of Second Addition to Hartzell Subdivision; Parcels 014-00206-1304 and 014-00206-1305 change from R-1 to R-3; Set Public Hearing Date.**

T. Pallas says that everything required for the application process is there. C. Brummer states that property owners within 300 feet must be notified. T. Pallas says that we should have a map available for the public hearing. After discussion, the public hearing is set for November 18, 2015 at 5:30 p.m. after the Town Plan Commission meeting.

**VI. New Business**

**A. 2016 Fee Schedule**

TPC reviewed and didn't recommend any changes.

**B. 2016 Budget**

TPC reviewed the 2016 budget and by consensus agreed to budget for 24 Town Plan Commission meetings in 2016.

**C. New Rieman Park Plan**

Mr. and Mrs. Rieman presented another concept for the Rieman Park (dated September 2015; attached) that involves a nature trail focus. The location would be renamed the Rieman Family North End Trail and would include a trail, benches, signage, and parking. Short term the Riemans would like to see a sign similar to the Town Park's which includes history of the North End, a trail and parking. Long- term plans would include a well and pit toilet. The Riemans continue their offer of \$25,000 to implement the plan.

G Thury suggested garbage could be removed by each trail user, but also expressed concern as to cost to the Town of maintaining the area adequately.

C. Brummer pointed out that long-term the Town should add play equipment to Big Bay Town Park so that North End families can bring their children to play.

**VII. Old Business**

**A. MISA/Craftivity Change of Use Permit Revocation**

Nothing to update – attorneys are talking.

**B. NR 115 changes to Zoning Ordinance – State Budget Changes**

The Town's bill was passed by the Senate; now we must wait to see when the Assembly might schedule a committee hearing. ZA will update the Town Plan Commission as more information becomes available.

**C. 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

Table for the next meeting.

**D. Parks and Recreation Plan – Review and Recommend Approval to Town Board**

Changes were recommended to the Plan based on the most recent Rieman Park proposal. A clean copy of the Plan will be on the next TPC agenda for recommendation to the Town Board.

**E. Camping Units/Camp sites - Update**

No additional information at this point.

**F. SB 104/AB 154 Update**

Nothing to report.

**VIII. Future Agenda Items**

- A. Parks and Recreation Plan – Review and Recommend Approval to Town Board**
- B. NR 115 and State Changes to Zoning Ordinance**
- C. Private road/driveway ordinance**
  - 1) Letter for existing property owners with driveways
  - 2) Prepare and circulate second draft of ordinance for going forward (new driveways)
  - 3) Ensure there is an appeal process
- D. MISA/Craftivity Change of Use Permit Revocation**
- F. SB 104/AB 154 Update**
- G. Hartzell Public Hearing**

**IX. Schedule Future Meetings**

Next Special Monthly Meeting is scheduled to be held **Wednesday, October 21, 2015 at 4:00 p.m.**  
**NOTE TIME CHANGE DUE TO BUDGET MEETINGS.**

**X. Adjournment**

G. Thury moves to adjourn. S. Soucek seconds. All in favor. Motion carries. Meeting ends at 5:27 pm.

**Town Plan Commission minutes respectfully submitted by Lisa Potswald, Planning and Zoning Administrator, on Monday, September 28, 2015.**