

**Town of La Pointe Zoning  
Town Plan Commission Special Monthly Meeting Minutes  
September 7, 2011**

**Town Plan Commission (TPC) Members Present:** Ted Pallas, Chair, Larry Whalen, Suellen Soucek, Greg Thury (4).

**Town Plan Commission Members Absent:** Charlie Brummer, Ron Madich, Carey Baxter (3).

**Public Present:** Paul Brummer (1).

**Town Staff Members Present:** J. Croonborg-Murphy, 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**

None.

**III. Approval of Previous Meeting Minutes**

**a. Town Plan Commission Regular Monthly Meeting, August 17, 2011**

L. Whalen moves to approve the Town Plan Commission Regular Monthly Meeting minutes of August 17, 2011, as submitted. S. Soucek seconds. All in favor, 3 aye, 1 abstain (G. Thury). Motion Carries.

**b. Town Plan Commission Public Hearing, August 18, 2011**

- In Public Present, change "*Nany Martin*" to "*Nancy Martin*."
- In Call to Order/Roll Call, change "*Elementary Gymnasium*" to "*Town Hall*."
- In item III, fifth paragraph (Mike Starck's comments), change final sentence from "*The Town's attorney, Mike Fauerbach, will review the recommendation*" to "*The Zoning Administrator states that the Town's attorney, Mike Fauerbach, will review the procedure due to comment received by Craftivity, Inc.'s representation.*"

G. Thury moves to approve the Town Plan Commission Public Hearing minutes of August 18, 2011, as amended. S. Soucek seconds. All in favor, 4 aye. Motion Carries.

**c. Town Plan Commission Special Meeting, August 31, 2011**

- In item III, add a bullet point to read "*In 3.4, add "Campground" to Conditional Uses.*"
- In item III, add a bullet point to read "*In 6.1.G.2.d, final sentence, change "maximum permitted by the building code" to "maximum number of persons permitted."*"

G. Thury moves to approve the Town Plan Commission Special Monthly Meeting minutes of August 31, 2011, as amended. S. Soucek seconds. All in favor, 4 aye. Motion Carries.

**IV. Zoning Administrator's Report**

Town of La Pointe Zoning  
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The Zoning Administrator states that this will probably be her last meeting before she takes maternity leave. She is finishing up her report on the Zoning Ordinance Revision Project for the Town Board and asks that if the Commissioners feel anything is missing from the report, that they submit addendums to it.

She is also compiling a narrative for the Town Hall staff, Chair Pallas and C. Brummer detailing zoning procedures for the time she will be gone.

L. Whalen asks whether there will be copies of the draft ordinance created that show all strikethroughs, deletions, and footnotes. The Zoning Administrator responds that the official draft being presented to the Town Board will be a clean copy. If anyone wants to track changes, the second draft and Town Plan Commission minutes with all changes enumerated are available.

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

### a. Erickson, Evan re: Travel Trailer at 304 Big Bay Road LP# 014-00198-0200

C. Brummer is going to take over this permit, as both the Zoning Administrator and Chair Pallas have conflicts of interest. The item will therefore be tabled until C. Brummer is back.

Chair Pallas moves to postpone Evan Erickson's permit until the next meeting. G. Thury seconds. All in favor, 4 aye. Motion Carries.

### b. Havens, Peter Certified Survey Map at LP# 014-00298-0100, to divide one parcel into two.

The Zoning Administrator states that this Certified Survey Map is ready to be recommended, pending the two recommended changes.

Chair Pallas moves to recommend approval to the Town Board, contingent upon a tie sheet being shown on the north quarter corner and changing "South Shore Drive" to "South Shore Road." S. Soucek seconds. All in favor, 4 aye. Motion Carries.

### c. Hartzell, Robert: add/alter at 641 Main St, (The Pub), LP #014-00446-0200.

The Zoning Administrator reports that, as far as she knows, the architect hasn't yet submitted the plans to the commercial building inspector, so she doesn't know if the addition/alteration can be permitted.

The Town Plan Commission agrees that more time is needed to review this permit application.

Chair Pallas moves to postpone the Hartzell permit and make it an agenda item for the next meeting. S. Soucek seconds. All in favor, 4 aye. Motion Carries.

## VI. New Business

### a. Anderson, Michael complaint re: employee housing at LP #014-00192-0110.

The Zoning Administrator states that she would like to hear back from Mr. Hartzell regarding his rental permits for the property, and that the Town Plan Commission needs to determine whether Mr. Hartzell is in compliance regarding such permits.

G. Thury moves to postpone a decision of Mike Anderson's complaint regarding employee housing at LP #014-00192-0110. S. Soucek seconds. All in favor, 4 aye. Motion Carries.

## VII. Old Business

**a. Zoning Ordinance Revision Project**

**Review and possibly make changes to 2<sup>nd</sup> Draft per attorney opinion**

The proposed draft is still with Mike Fauerbach. The Town Board has placed the item on the agenda for their September 27 meeting.

**b. Review of Comprehensive Plan**

Chair Pallas asks what the timeline is for this review. The Zoning Administrator responds that she has to look at the requirements, but believes it is to be reviewed by the end of the year. She doesn't expect it to be a lengthy process.

**c. Paul Brummer Complaint filed May 31, 2011 regarding the use of property at 978 Middle Road, LP #014-00178-0200. Postpone discussion until September 21, 2011 Regular Monthly Meeting per Craftivity, Inc. request.**

Chair Pallas states that the Town Plan Commission will be discussing the complaint and the related Public Hearing at the September 21<sup>st</sup> meeting.

**VIII. Future Agenda Items**

- Zoning Ordinance Revision Project:: Review and possibly make changes to 2<sup>nd</sup> Draft per attorney opinion
- Review of Comprehensive Plan
- Paul Brummer Complaint filed May 31, 2011 regarding the use of property at 978 Middle Road, LP #014-00178-0200. Postpone discussion until September 21, 2011 Regular Monthly Meeting per Craftivity, Inc. request.
- Anderson, Michael complaint re: employee housing at LP #014-00192-0110.
- Hartzell, Robert: add/alter at 641 Main St, (The Pub), LP #014-00446-0200.
- Erickson, Evan re: Travel Trailer at 304 Big Bay Road LP# 014-00198-0200

**IX. Schedule Future Meetings**

- Next Regular Monthly Meeting to be held September 21, 2011, at 4:30 pm.

**X. Adjournment**

G. Thury moves to adjourn. S. Soucek seconds. All in favor. Motion Carries. Meeting ends at 5:20 pm.

**Town Plan Commission minutes respectfully submitted by Margaretta Kusch, ZCA on Thursday, September 08, 2011.**

**Town Plan Commission minutes approved as submitted by Margaretta Kusch, ZCA on Wednesday, September 21, 2011.**