

**Town of La Pointe Planning and Zoning Town Plan Commission
Regular Monthly Meeting Minutes**

Wednesday, January 12th, 2022, 4:30PM

Members Present: Suellen Soucek, Chair; Mike Starck, Vice Chair; Paul Wilharm, Samantha Dobson and Jim Peters (via phone)

Staff: Ric Gillman, ZA and Michael Kuchta, TA

Public: John Soucek, Clair Douglas, and Clayton Douglas

I. Call to Order/Roll Call

Chair Soucek calls the meeting to order at 4:30 PM. Poll call reflects members in attendance identified above.

II. Public Comment

None

Starck Motions to move to agenda Item V. b. Wilharm seconds, 5 ayes motion carries

Claire and Clayton Douglas propose developing a wedding venue on newly acquired property in the S-1 zone 3044 Big Bay Rd. The TPC reviews and discusses the applicability of a “Home Business” and the language in ordinance was distributed. The question before the Commission was to whether a Conditional Use may be considered for the Home Business as indicated in the zoning matrix. Starck motions that a Conditional Use Permit can be applied for, Wilharm seconds, 5 ayes motion carries.

Annotation: The ZA will consult with the owners prior to processing a Condition Use Application as it appears this venue may want to include the rental of the dwelling which would nullify or breach the parameters of the “Home Occupation”.

Starck motions to return to item III. a. Wilharm seconds, 5 ayes motion carries

III. Approval of Previous Minutes

a. Town Plan Commission Regular Monthly Meeting December 15th, 2021

Peters motions to approve the minutes as submitted, Wilharm seconds, 5 ayes motion carries.

IV. Zoning Administrators report and update

a. Written and Verbal Report

Brief review of Town Board action. Approving Wiltz CSM and tabling the Expandable Condominium review, reference Town Board minutes 1-11-22.

Unanimous consent to place the written report on file.

V. New Business

a. Certified Survey Map Parcel #014-00097-0100

i. 1861 Big Bay Rd, Deena Schuppe, Owner Abbreviated Description:

Acres: 20.000 E1/2 NW1/4 SE1/4 SEC. 14 T50N R3W EASEMENT V 476 PGS 345 & 346

The TPC previously reviewed the concept of this survey in August 2021, (copies of concept re-distributed at this meeting). The Survey lacks application and fees, though is pending sale. Starck motions to recommend approval of the CSM to the Town Board subsequent to receipt of application and related fees, Wilharm seconds, 5 ayes motion carries.

TB (5) TPC (5) Clerk (1) File (1) Email: Town Administrator; Assistant Administrator; Clerk; Deputy Clerk; La Pointe Shop

b. Claire and Clayton Douglas – Discussion regarding parameters in Home Occupation/Business.

Addressed above

c. Review initial application and correspondence with Charlie Meech/Craftivity, Inc.

Review of the Conditional Use Application, it is the consensus of the TPC that the current application cannot be considered per ordinance. Starck motions to reject the application and return fees to Craftivity, Wilharm seconds, 5 ayes motion carries. The TPC has instructed the ZA to write a letter on behalf of the TPC outlining the rejection and possible alternative for Craftivity consideration.

Annotation: The ZA will draft a letter and review it with the TPC Chair. The Chair will sign on behalf of the TPC.

d. Comprehensive Planning – Defining the role of the TPC

Town Administrator Michael Kuchta addresses the process the Steering Committee is outlining and the TPC value perceived in addressing the Comprehensive Plan. The ZA will write a letter to the committee welcoming them and offering support as needed. Paul Wilharm has volunteered to help the ZA with liaison between the Committee and TPC.

Annotation: The ZA will draft a letter and review it with the TPC Chair. The Chair will sign on behalf of the TPC.

VI. Commissioner updates

Peters – Junk, a brief discussion regarding definitions and the desire to have a meeting with the ad hoc committee (junk ordinance) at his return.

VII. Future Agenda Items

- a. Possible Conditional Use Permit Application
- b. Craftivity, Inc. Correspondence related to the Conditional Use Application (see above)
- c. Commissioner Reports
- d. Comprehensive Plan updates

VIII. Extended Public Comment

None

IX. Next Scheduled Meeting

Wednesday, February 2nd @ 4:30

X. Adjournment

Chair Soucek adjourns the meeting at 5:00PM

Respectfully submitted on 1-13-22 by Ric Gillman ZA.

Approved as submitted 2-2-22 TPC