

Sherwood Plan Commission Meeting Minutes

January 4, 2016

- 1) Call to Order/Roll Call. – *Chairman Summers called the meeting to order at 6:30 p.m. with roll call:*

Present

Bob Gillespie

Joe Hennlich

Kathy Salo

John Sharer

Scott Sheppard

Steve Summers

Absent

Jim Rath, excused

Others Present

Randy Friday, Administrator

Susan Williams, Clerk-Treasurer

- 2) Pledge of Allegiance. – *Recited.*
- 3) Approval of the Agenda. – ***Hennlich moved to approve the agenda as presented. Sheppard 2nd. Motion carried unanimously.***
- 4) Approval of Minutes: Dec. 7 (Regular Meeting). – ***Sharer moved to approve the minutes of the regular meeting of the Plan Commission of December 7, 2015 as presented. Sheppard 2nd. Motion carried unanimously.***
- 5) Citizen comments on agenda items.

Tom Sanderfoot, N8045 State Park Road, Sherwood – regarding agenda item 9) a), presented the process he has experienced with his proposal to the Village Utility Commission and Village Board meetings since October, 2015.

Dave Schmalz, W5884 Sweet William Dr., Appleton – regarding agenda item 9) a), presented details of the Certified Survey Map submitted for approval.

- 6) Officer's Report
a. Plan Commission Chair

Summers reported the revision to the signage code was adopted, he will not be in attendance at the next two (2) Plan Commission meetings, Sheppard will preside as chairman in his absence, requested the Commission to contemplate work items to be undertaken and to think about the plan for revision of the zoning code.

- b. Zoning Administrator

Friday informed the Commission the Certified Survey Map CSM #2016-01 was received December 30, 2015 and the Village has 60 days for a decision, if no decision is made after that time, it is considered approved if no other agreement by the parties is made.

Friday stated the signage code revision went through and the Community Development Authority is in possession of a request for funding of a digital sign for Head Insurance in Castle Square.

Friday reported the Village President called earlier in the day to say item 8) b) needs to be reviewed.

7) Extraterritorial Review: None.

8) Old Business:

a. *Calendar*: Annual Review of Comprehensive Plan obligations (Newsletter).

Sharer reported the Village newsletter was distributed and that is a calendar item in the Plan and thanked Village Staff.

b. *Ordinance Review – Lawn maintenance (grass)*: Consider any needed modifications following first year of implementation.

Summers stated Sharer, Hennlich and himself met with Village Public Works Supervisor to discuss and their recommendation is included in the packet; the ordinance is fine as is, the implementation needs to be touched a little with flexibility in the spring of the year.

Sharer moved to approve the recommendations of the Nuisance/Weed Review as presented. Sheppard 2nd.

Sharer questioned Friday and requested his input on the language of the recommendation specifically the term flexibility.

Friday replied that common sense along with a reduction of available lots from housing starts will assist in the implementation.

Sharer stated that flexibility must be consistently applied.

Sharer reported the discussion did encompass different heights for different times of the season and that was found to be unmanageable.

Summers requested consent of forwarding the recommendations as presented to the Village Board and the Commission agreed.

9) New Business:

a. CSM #2016-01: CSM Request (Sanderfoot; W5409 Mielke Road – Harrison): Request to divide out and create Lot #1 (7.188 ac.) from a 15.09 ac. parcel (N8045 State Park Road – Sherwood; Tax ID #31250).

Sheppard questioned Sanderfoot's proposed development distributed at the meeting and Sanderfoot responded that he "could do that" and the building that was erected was placed in a manner to not damage future development.

Salo stated and Sanderfoot confirmed that he is 6 years into a farming contract.

Schmalz stated the development concept was presented due to the Village's Subdivision Code.

Sheppard questioned Schmalz about the length to depth ratio presented in the potential development document distributed being in alignment with Village Standards (2.5).

Schmalz replied that the proposed development document is in substantial compliance with the Village Subdivision Code; the depth to width ratio of 3.9. Schmalz suggested taking the depth to the square footage and that would result in a ratio of 3.3 which isn't much in his opinion.

Gillespie moved to approve the CSM #2016-01: CSM Request (Sanderfoot; W5409 Mielke Road – Harrison): Request to divide out and create Lot #1 (7.188 ac.) from a 15.09 ac. parcel (N8045 State Park Road – Sherwood; Tax ID #31250). Sheppard 2nd.

Sheppard questioned Friday if all of Schmalz's comments were accurate as to being in compliance with the Village Subdivision Code.

Friday replied that he did not recalculate the figures, but Schmalz did report the depth to width ratio being 3.9; the Village Standard is 2.5.

Salo inquired as to the number of parcels where this could set a precedent.

Friday replied the Strandwitz property and Sanderfoot properties were annexations for development. Friday stated the property north of Hwy 55/114 going to the railroad tracks could be construed as the same thing.

Salo questioned if the CSM was approved, and ten years down the road a subdivision was proposed if another CSM was required for lot division.

Friday responded that either a plat or CSM would be required, but it would not be approved as it is; there are cul de sacs, which are no longer allowed in the Village, there are large lots which are in conflict with the future land use map and it is lacking an additional outlet road for emergency purposes.

Salo stated the lots along State Park Road would require curb cuts, which may not be allowed/permitted. Salo suggested that the layout of the concept would not be taken into consideration, as it is.

Sharer asked and Sanderfoot confirmed it is not his intent is to make the property residential.

Sharer inquired if it was Sanderfoot's intent to break down the property and leave some of it agricultural.

Sharer stated if the CSM is approved, it does not come with any indication of the appropriateness of water and sewer connections.

Sharer further stated that he is in not in favor with it due to the Comprehensive Plan and the current rules of the Village.

Summers asked Sanderfoot why the CSM is done now when he is under contract for farming for another 6 years with no intention of development.

Sanderfoot replied he wants to connect to water and sewer.

Summers stated if Sanderfoot presented a plan for development he would have his vote for approval on the CSM, but Summers voiced concern that this is a work around for utilities and that is not an issue for the Plan Commission.

Hennlich restated Sharer's comment that the CSM is separate from the utility extension issue/request and the Comprehensive Plan clearly states that agricultural properties are not serviced by Village Utilities.

Salo stated that this all began when the Utility Commission denied the private well drilling.

Sanderfoot replied he is trying every option he can. Sanderfoot stated extending services all the way to Mielke Road at his expense is unacceptable, unfair and believes everyone has not been treated this way.

Gillespie questioned what is the objection to the CSM?

Summers replied why do a CSM if there is no intent to develop.

Schmalz stated the Village Subdivision Code allows for a larger parcel to be broken down into a smaller parcel via CSM in order to connect to services.

Sanderfoot questioned why if services are available across the street from his parcel that he is not allowed to connect directly at that point.

Sanderfoot questioned if any agricultural properties have Village Water and Sewer.

Friday replied that the Brantmeier farm on Hwy 55//114 annexed the home parcel into the Village in 2012 for services and another farm home property (Brantmeier) connected to services is on Hwy M.

Summers called for the vote, verified by a hand vote, Gillespie – aye, Sheppard – aye, Hennlich – nay, Salo – nay, Sharer – nay, Summers – nay.

- b. Request to release *Drainage Easement* – State Park Estates IV (Lots #110 thru 114; RBH Development).

Summers stated the topic will be tabled until the February meeting and information distributed at the meeting was not available at the time of meeting packet preparation.

10) Correspondences: None.

- 11) Adjournment. – ***Sheppard moved to adjourn at 7:20 p.m. Sharer 2nd. Motion carried unanimously.***

Respectfully submitted for review and approval by Susan Williams, Clerk.