

Sherwood Plan Commission Meeting Minutes

May 2, 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

Joyce Laux

Kathy Salo

Scott Sheppard

Steve Summers

Absent

Brad Schmidt, excused

Others Present

Randy Friday, Administrator

Susan Williams, Clerk

Jim Rath, Village President

- 2) Pledge of Allegiance. – *Recited.*
- 3) Approval of the Agenda. – ***Hennlich moved to approve the agenda as presented. Salo 2nd. Motion carried unanimously.***
- 4) Approval of Minutes:
- April 4 (Regular Meeting).
 - April 20 (Special Joint Meeting of the Village Board and Plan Commission).

Sheppard stated he has been advised by his employer to avoid a conflict of interest and will not participate in the discussion or action of agenda item 9) a) and b).

Hennlich moved to approve both the minutes of the Regular Meeting of April 4, 2106 and the Special Joint Meeting of Village Board and Plan Commission of April 20, 2016 as presented. Salo 2nd. Motion carried unanimously.

- 5) Citizen comments on agenda items.
- 6) Officer's Report
- Plan Commission Chair.

Summers welcomed Joyce Laux and Brad Schmidt to the Plan Commission. Summers stated that the current seated Village President will also be an "Ex-Officio" Member at Plan Commission meetings per approval at the April 25, 2016 Organizational Meeting. Summers reminded the Commissioners of the request to revise the Zoning Ordinance and would like to bring a process back to the June meeting for a framework to begin that project. Summers requested Commissioners to submit potential work items via e-mail to himself and Friday.

- Zoning Administrator.

Summers requested the revision to the Municipal Code for “Renewable Technology” to be included on future agendas. Friday reported an e-mail received for Zoning Setbacks request for an applicant to bring a business selling adult novelty items, magazines, etc. Friday stated the Code Ordinance does not address this type of request and needs review for potential change.

Sheppard moved to recommend to the Village Board to modify the Public Nuisance Offending Moral Decency Code, by taking into consideration setting restrictions of location/zoning district from schools, churches and homes. Gillespie 2nd. Motion carried unanimously.

Friday reported spending time at N7924 Creekside property with nature preserve covenants where the resident is clearing brush/trees away within the 75 foot setback of the creek. Friday stated giving the contractor and resident a copy of the covenants/maps and let them know if they have questions to contact him.

Friday stated he spoke with Alden Ferguson, W5281 Natures Way Dr. about approval to tap into a stormwater drain not on his property. Friday reported that Village regulations does not allow, and expects to receive a request from him

- 7) Extraterritorial Review:
- a. CSM Request for W3637 CTH B (Halbach): Request to split 36.99ac. (Parcel ID #12637; Town of Woodville) into two lots creating Lot #1 (1.37ac.) with home and Lot #2 (35.75ac) of unimproved agricultural land.

Hennlich moved to recommend not to object to CSM Request for W3637 CTH B (Halbach): Request to split 36.99ac. (Parcel ID #12637; Town of Woodville) into two lots creating Lot #1 (1.37ac.) with home and Lot #2 (35.75ac) of unimproved agricultural land. Laux 2nd. Motion carried unanimously.

- 8) Old Business:
- a. *Calendar:* On-going Review of (annual) Comprehensive Plan obligations.

Friday reported that past Commissioner Sharer had set up the annual calendar and the current item to be addressed is the Comprehensive Plan Update (every 10 years previously adopted in 2008). Hennlich inquired if this would be handled in house or by the use of a professional firm. Rath suggested finding out what North East Wisconsin Central Planning Commission (NEWCPC) could assist with. Friday reported that he will contact NEWCPC and let them know the Village must go through the update and ask for consideration of the project. Gillespie asked about the funds for the update, if the Village has the funds. Friday replied that it would be a request from the Plan Commission to the Village Board at budget time. Friday reported that he attended a County Meeting and found out that aerial updates will be done by end of 2016 or in 2017 and the County is considering oblique imagery (3D).

- 9) New Business:

- a. *Municipal Ordinance Amendment #2016-02: Regulating local Rights-of-Way (R-O-W).*

Sheppard stepped down to the audience seating to recuse himself.

Williams reported the Village Attorney approved the document and provided a copy of the Wisconsin PSC130 for their review.

Friday guided the Commissioners through the memo, (previously presented to the Commission) by the Wisconsin League of Municipalities counsel.

Gillespie moved to approve the Municipal Ordinance Amendment #2016-02: Regulating local Rights-of-Way (R-O-W), as presented. Laux 2nd.

Summers asked if Friday thought there are other locations for this and Friday responded yes.

Summers stated the intent of the Village is to get the applicants to the table to discuss better location options.

Salo asked if a location is set for future road construction if the applicant can be required to consider other and Friday responded the Village can try and must be reasonable.

Sheppard abstain. Motion carried.

- b. *Request to place telecommunications pole in Clifton Road right-of-way (Wisconsin Technology Networking, LLC).*

Salo moved to deny the Request to place telecommunications pole in Clifton Road right-of-way (Wisconsin Technology Networking, LLC) due to restrictions of the location identified in the application (narrow road right of way and steep elevation fall off), lack of plans to address the elevation/area of land required, lack of stormwater considerations coming down off the property and to request applicant to meet with Plan Commissioners and/or Village Staff to discuss possible locations. Laux 2nd. Sheppard abstain. Motion carried.

10) Correspondences: None.

Laux asked if there were changes to the grass/weed cutting program and Friday replied that the same company is being contracted by the Village and it will be handled the same way, with discretion in April and May and have Village Staff to inform the properties involved that if not taken care of their properties will be cut on Tuesday (5/10/16).

11) Adjournment. – *Salo moved to adjourn the meeting at 7:38 p.m. Hennlich 2nd. Motion carried unanimously.*

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