

Sherwood Plan Commission Meeting Minutes Aug. 5, 2019

- 1) Call to Order/Roll Call: Chairman Steve Summers called the meeting to order at 6:30 pm. Roll call was completed, the record indicates Commissioners present included Scott Sheppard, Joyce Laux, Bob Gillespie, Brad Schmidt, Kathy Salo, and Jean DeKeyser. Also in attendance was Administrator Randy Friday and Clerk/Treasurer Jo Ann Lesser. There were seven audience members.
- 2) Pledge of Allegiance: All those present stood to recite the Pledge of Allegiance.
- 3) Approval of the Agenda: Commissioner Salo made a motion to approve the agenda. Commissioner Sheppard seconded the motion. Motion carried, 7-0.
- 4) Approval of Minutes: June 3 (Regular Meeting): Commissioner Salo made a motion to approve the agenda. Commissioner Laux seconded the motion. Motion carried, 7-0.
- 5) Citizen comments on agenda items: Dale DeCoursin of N505 Royal Court commented on an issue of open burning next door to his property. DeCoursin stated he was gone for a few days and when he came home his arborvitaes were scorched. DeCoursin stated his neighbor has a very nice burn pit but it was not used in this instance. DeCoursin would like to see more rules or regulations on open burning within the village. He also stated that because the village does not have any regulations there is nothing he can do other than take the matter through the civil process.

The Commissioners thanked Mr. DeCoursin for his time and information.

- 6) Officer's Report
 - a. Plan Commission – Chair: Chairman Summers informed the commission that member Bob Gillespie has been appointed to the Park Recreation Urban Tree (PRUT) committee as the liaison of the Plan Commission.
 - b. Zoning Administrator: Administrator Friday stated that there is plenty of work.
- 7) Old Business:
 - a. *Calendar*: Review of annual Comprehensive Plan obligations (May and Dec.): None
 - b. Zoning Code updates: Ad Hoc Committee input: Chairman Summers went through the areas that the Ad Hoc committee looked at and made recommendations. Grass cutting and leaf pick-up were suggested to be included in Chapter 7-10 for MS4 enforcement. Under the driveway location there was a recommendation to allow the driveway opening at the property line up to 26 feet wide.
Renewable energy-Commissioner Sheppard made a motion to include outdoor wood burning in agricultural zoning on property 1 acre or larger. Commissioner Laux seconded the motion. After a showing of hands, the motion failed 2-5.
The Commissioner's discussed parking on the street, limiting it to 72 hours and requiring the vehicle to be removed from the area in order to reset the clock, this was in residential areas. There was some concern as to how to address this in commercial areas. It as determined that more discussion and thought was needed to on this subject. It was noted that a definition of motor vehicle was needed to help determine the rules. Commissioner Sheppard made a motion to postpone this item to the next meeting. Commissioner Schmidt seconded the motion. Motion carried, 7-0.

Burning regulations: it has been determined that open burning within the village will be banned beginning January 1, 2020. This does not include recreational burning in a fire pit or grill. Commissioner Sheppard motions to exempt agricultural property of 5 acres or more from the regulation of open burning by permit only. There was no second of the motion because of the discussion that took place, the second was presumed. Chairman Summers called for a raising of hands for the vote. The motion failed, 2-5.

Fencing regulations would remain as they are.

Cell Towers: This would remain regulated by Federal and State laws, there isn't much for municipalities to do.

Exterior lighting: Commissioner Schmidt made a motion to postpone this item.

Commissioner Sheppard seconded. This item needs further research. Motion carried, 7-0.

8) New Business:

- a. *Concept Plan Review*: 'The Cottages at High Cliff' as proposed Planned Unit Development (PUD): Administrator Friday referred to the letter received from the President and CEO of High Cliff Golf Course, Dan Ripple. The letter explains their plan of building a community development for 55 and older on the 18th hole of the course. It also talks about design flaws of the 18th hole and what changes will be made to correct the problems. Dan Ripple was present to discuss the concept plan with the plan commission. Ripple stated that the golf course industry is declining and he feels this development will help his operation. The 55 and over facilities will have zero clearance entries, it will have a private road, snow, grass, and garbage removal will be included in the association fees as well as a membership to the golf course. The plan is for 36 units in 2-unit buildings (duplex style condos). Ripple compared the design and operation to the "Villages" in Florida but on a much smaller scale. Administrator Friday explained that there would be a need for a zone change of the property which requires public hearings and notification to neighboring residents. Ripple stated that they would like to start construction on the 18th hole this year which would move it to the other side of the property which then they would be able to start construction of the development. Their plan is to start moving on this project as soon as possible.

Commissioner Schmidt stated that he would like to see a drawing of the development in order to visualize what the area will look like. Administrator Friday pulled up a map with hand drawn buildings on it along with a hand drawn roadway.

Commissioner Gillespie made a motion to accept the concept plan contingent upon obtaining a zone change. Commissioner Sheppard amended the motion to include a submittal of a CSM. Commissioner DeKeyser seconded the amended motion. After further discussion regarding the allowable 4 parcel land splits on a CSM versus a plat which is used for land splits that exceed 4 parcels, the motion was again amended. Commissioner Sheppard amended the previous motion accepting the concept place contingent upon obtaining the required zone change and submitting the proper land division document as prescribed by state statute. Commissioner DeKeyser seconded the motion. Motion carried, 7-0.

9) Correspondences:

- a. *Proposed project: Cottages at High Cliff* (Dan & Karin Christ; July 25).

b. *Open fires in yard*: Problem with neighbor's fire (DeCoursin; Aug. 1).
These items were reviewed.

10) Adjourn: The meeting adjourned at 7:53 pm.

Respectfully submitted,

Jo Ann Lesser, CMC, WCMC
Clerk/Treasurer