

APPROVED MINUTES: TOWN OF WILSON PLANNING COMMISSION MEETING

Town of Wilson: 5935 South Business Drive, Sheboygan, WI

Meeting Date: Monday, September 09, 2019

Meeting Time: 6:30 p.m.

CALL TO ORDER & DECLARATION OF OPEN MEETING by Chairman Roger Miller with members John Ehmann, Fritz Goebel, Rich Ternes, David Schleicher, Guy Jones, Emily Stewart, and Mandy Tran.

NEW BUSINESS:

1. Approval of Draft Minutes; August 12, 2019 – Motion by Goebel, second by Stewart, to approve the August 12, 2019 Draft Minutes subject to clerical corrections, unanimously carried.
2. Discussion and approve final Subdivision Plat from Gregg Wagner, 3437 Paine Ave., Sheboygan, WI for Green Acres Estates, LLC; Lake Aire Addition 5, R-1 Zoning – Wagner present, confirming that final subdivision plat division was certified by Department of Administration with submission of an updated map, preapproval forms prepared and submitted to Plan Commission for signature. Motion by Goebel, second by Schleicher to approve the final subdivision plat and to place the matter on Town Board agenda for review and approval, motion unanimously approved.
3. Discuss solution of steep erosion scarp at the Juniper Drive access to Lake Michigan – Miller recusing himself as chair and presenting as Miller Engineers on behalf of Ed Mueller and interested residences, Ehmann standing in as acting chair. Miller presenting a plat survey map of the affected area, providing grading history of Juniper Drive road access and identifying the need for access through Juniper Drive for this proposed project. Town had graded down 5'-6' escarpment approximately 5-10 years ago and is now a dangerously steep 10' drop at Juniper Dr. Miller suggests that it is in the Town's interest to grade the road further to a gentle transition at the east side of Juniper Drive according to the proposed grading area. Miller proposed grading of Juniper Drive to be incidental work for this proposed project and should be identified in the project agreement. Miller further suggests removal of several trees to allow for proposed grading. Rick Meyer presenting on behalf of the Town's road interest, suggesting the Town take advantage of this opportunity to create safer access at Juniper Drive. Miller suggests Town give authorization to modify public right of way by grading that steep slope and further recommends moving the shed for grading access. Ehmann inquires what actions in addition to grading may be done to avoid future erosion. Miller recommends against taking a hard revetment plan due to the dynamic changing nature of the lake, suggesting gentle slopes to avoid steepness issues down the road that would otherwise result from a hard revetment. Miller further suggests that the project agreement add a breaker shot run and that the Town allows it to remain in place. Town may need to add further conditions to the Project Agreement to make the graded area walkable on with minor walking access area with steps, in addition to any other necessary grading conditions. Tran inquired about project schedule. Miller answers that no DNR permit is required, County permit is required, with plans to start construction within 1-2 months from now and finished within 2 months afterwards. Ternes raises concern that Juniper Drive is not all the way 60' wide. Stewart recommends inventory of the road with photographs before project begins. Motion by Ehmann, second by Jones to recommend to the Town Board that the contractor be allowed to grade the access road at Juniper Drive in this project specification, motion unanimously approved.
4. Pre-application meeting with Jon Irish. Introducing plan for property: 5023 S. Business Dr., parcel no. 59030454391 as a conditional use A2 zoning for roofing supplies/company – Miller inquired whether this should be a rezoning or conditional use project; the location is currently zoned A2 surrounded by City and residential land with a house on it and will be a long-term business. Miller reviews Town Ordinance for potential zoning that would cover this business as a permitted use. Irish states that the property will be used primarily as storage with no large equipment or piles of material. Ehmann states that HC zoning will not suffice for purposes of this business

due to requirement for all stored material to be kept indoors. Miller suggests that a change of zoning would not be best at this point to be consistent with Master Zoning Plan. Ternes suggests a future effort to review and update Town Zoning Ordinances to be more facilitative of certain types of businesses. Ehmann suggests that current HC ordinance in light of future development plans is intended to permit more retail urban businesses and less permissive of agricultural type business. Stewart suggests future reassessment of zoning ordinance. Miller suggests that this project be approached with conditional use permitting instead of rezoning and may initiate the conditional use application with submitted proof of transfer or interest in the property from the owner. Miller suggests submitting the information and application in lieu of Plan Commission meeting in October. Ehmann raises potential noise concern from residential neighbors. Miller suggests posting notice of hours of operation to abate noise concerns. Irish states that a tree line border currently exists to block noise and view to residential neighbors. Miller states public hearing will be necessary and suggests public hearing for next Plan Commission meeting. Tran inquires whether interjurisdictional notice is required, to which Miller answers that it is not for this purpose. Edler requests hard copy of communications by postal mail, Irish requests such copies by email.

5. Sign permit applications requested from RLO Sign, Inc., 1030 Ontario Ave., Sheboygan, Wi. Property location at 5515 Racetrack Rd, Sheboygan, parcel 59030454610 to place several signs within the dealership property – Roger Osterman presenting for RLO Sign, Inc.. Miller requests that RLO supply engineering calculations for the proposed structure. Miller reviews proposed building sign spec, finding that the proposed building signage confirms with Town Ord. 29.14(3)(A); review of ground sign spec shows that it is also conforming; but review of monument sign spec shows that it is over 30' height and not conforming. Ehmann suggests we look at city ordinance for sign height requirement to determine consistency between municipal planning. Miller recommends that the sign application be approved with condition that the monument not exceed 30' tall. Motion by Schleicher, second by Goebel, to recommend approval of the sign permit application with the condition that the monument sign will not exceed 30' tall, motion unanimously approved.

OLD BUSINESS:

1. Review and discuss several draft "checklists" for administration of application for: No discussion.
 - a. Certified Survey Maps (CSMs)
 - b. Subdivision Platting and Planning
 - c. Changing of Zoning
 - d. Ordinance Changes and Amendments

CORRESPONDENCE

1. Approved Plan Commission Minutes – No discussion.
2. Approved Town Board Minutes – No discussion.
3. Correspondence – No discussion.

ADJOURN: Motion by Stewart, second by Miller to adjourn the meeting at 7:57pm, all present voted aye, motion carried.

Minutes Respectfully Submitted by Mandy Tran, Reserve Plan Commission Member