**DRAFT MINUTES: TOWN OF WILSON PLANNING COMMISSION MEETING**

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

**Meeting Date: Monday, June 14, 2021**

**Meeting Time: 6:30 p.m.**

**CALL TO ORDER & DECLARATION OF OPEN MEETING** by Chair Roger Miller, John Ehmann, Fritz Goebel, David Schleicher, Emily Stewart, Guy Jones, Erik Thelen, and Mandy Tran present.

PUBLIC HEARING

1. The Town of Wilson Plan Commission will hold a public hearing on a conditional use request for Bill Hamm of Walter Buildings for Norm Wald, property owner at 9916 Weeks Lane, Oostburg, WI 53070, Town of Wilson. Property is zoned R2 where a garage/guest home is a conditional use. Chair Miller opens floor for public hearing at 6:30 pm. – Don (?) of 1782 W. 2nd Ave., Port Washington, WI, inquires about the nature of the project, whether project design includes a kitchen. Chair closes floor to public hearing at 6:46 pm.

**NEW BUSINESS:**

1. **Approval of Draft Minutes from the May 10, 2021 meeting –** Motion by Geobel, second by Stewart, to approve the May 10, 2021 draft minutes, all present voted aye. Miller moves to reintroduce the draft motion, second by Goebel. Chris Matysik of 4412 Lavalle Dr. identified spelling errors of names. Motion by Miller, second by Goebel, to approve the May 12, 2021 draft minutes with amendment to correct spelling and clerical errors, all present voted aye, motion carried.
2. **The Plan Commission will make a recommendation on the conditional use request from Bill Hamm of Walter Buildings for Norm Wald, property owner at 9916 Weeks Lane, Oostburg, WI 53070, Town of Wilson. Property is zoned R2 where a garage/guest home is a conditional use –** Bill Hamm present with owner, Norm Wald. Chairman Miller opens floor to Bill Hamm. Thelen inquires whether the 15’ space was surveyed. Bill Hamm answers yes. The purpose of this project is to accommodate large family gatherings. Intent to build a simple bedroom space for sleeping access only, no intention to build kitchen space. Motion by Stewart, second by Schleicher, to recommend to the Town Board to approve the CUP for the presented application. Chairman Miller opens for discussion. Tran makes friendly amendment to limit the CUP to the design plan as presented in the CUP Application, Stewart accepts, all present voted aye, motion carried.
3. **Pre-application meeting with Sun Vest Solar for property owner Millipore Sigma. Parcel No. 59030460050, located at County Road A East, Sheboygan, WI 53081, in the Town of Wilson, Sheboygan for ground mount solar electric system –** Chairman Miller suggests review of Ordinance. Language not quite clear. Ehmann will confer with Town Attorney regarding Ordinance language. Miller further suggests preparing site plan to have clear understanding of drainage and set back distances. Applicant states they will not be doing mass site grading. Miller recognizing resident’s question on future plans to expand this project. Miller further inquires as to why project is located such a far distance from Millipore Sigma and so close to residential space. Tran identifies Sec. 8.04(2) requirement for copy of lease agreement. Stewart requests copy of lease agreement for better understanding of contingency plans such as restoration. Tran raises concern regarding safety hazards such as electrical malfunctions. Miller suggests input from Town electrician as a matter of background context.

1. **Sign Permit Application: Caan’s Floral, Kris Shephard owner, 4422 S. 12th Street, Sheboygan, WI 53081 –** Chairman Miller inquires about site plan. Ehmann states that the site plan from previous variance should suffice given no changes to the site or sign location since the issued variance. No variance needed in this case. Schleicher moved to recommend the Town Board to approve the sign application as presented by Caan’s Floral, second by Goebel, all present votes aye, motion carried.
2. **Consideration of Zoning Ordinance Updates for Conservancy & Parks –** Matter postponed to next meeting.

**OLD BUSINESS:**

**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 Goebel to adjourn the meeting at 8:03 p.m., all present voted aye, motion carried.

Minutes Respectfully Submitted by Mandy Tran, Reserve Plan Commission Member