

PLAN COMMISSION

Minutes

March 31, 2016

Chairwoman Claire Barnett called the Plan Commission meeting to order, noted compliance with the open meeting law.

Present: Don Larson, Pat Witter, Sharon Luebke, Gary Kowalke

Absent: Mike Wetak, David Bauman

Also present: Atty Mark Steichen, Kathy Goerks, Gregg Borucki, Andrew Bremer, Dave Dahlke, Gary Wagner

Pledge of Allegiance

Adopt the Agenda: Motion by Don Larson, second by Sharon Luebke to adopt the Agenda. Motion carried.

Adopt the minutes of the previous meeting: Motion by Don Larson, second by Sharon Luebke to adopt the March 3rd, 2016 minutes. Motion carried.

Public Appearances: *(Any citizen has the right to speak on any item of business that is on the agenda for Committee action if recognized by the presiding officer.)*

Zoning Administrator: Update from Chris Narveson. It was noted that Chris Narveson will not be attending the meetings, but Gregg Borucki, Village Engineer, will be attending the Plan Commission meetings and can address concerns of the Commission.

NEW BUSINESS

Dave Dahlke introduced Gary Wagner, representing Bob Merkel and his property's vacant land adjacent to 1000 Log Lodge Ct., asking to speak in regards to the rezoning of the vacant land. Dahlke explained that Mr. Merkel would be interested in constructing two eight unit apartment buildings on the vacant land. Before investing money in preliminary costs, he would like to know if it would be possible to change the zoning from Commercial to R3. The Commissioners expressed interest, but noted that more information would be needed, such as if the vacant land is attached to the building property at 1000 Log Lodge Ct. or is the vacant land portion split from the site of the building. Dave Dahlke and Gary Wagner stated that they did not know, but would check at the County. The Commission expressed concerns as to there being enough room for parking, dumpster space and a road entrance to the apartment complex. Attorney Mark Steichen noted that he did not have much information on the proposal but made several observations. The property is zoned commercial and is apparently, shown as commercial in the village comprehensive plan. It is also located within the Highway Corridor Overlay District. R-3 zoning uses are not allowed within the HCO. No residential uses are allowed other than single-family and duplexes. Allowing multi-family housing on the property would require a change to the comprehensive plan and an amendment to the HCO ordinance. The village is updating its comprehensive plan and the final draft will probably not be done until November of this year. He stated that Mr. Merkel needs to find out if the land is divided into two parcels.

OLD BUSINESS

Andrew Bremer of MSA presented the Commission with the final draft of the Comprehensive Plan's Public Participation questionnaire. The Commission members reviewed the questions and asked to delete questions 3, 10, 21, & 22. Andrew Bremer stated that he will do the revisions and then drop some copies of the survey off for the Clerk's office. It will be available on line at www.surveymonkey.com/r/ starting Monday April 4, 2016. The form needs to be completed by April 28, 2016. He will have the results at the May Commission meeting.

The Commissioners reviewed an Appendix B Community indicators report provided by Andrew Bremer. This report provided population trends and housing projections up to 2040, which will be useful information for the updating of the Comprehensive Plan.

Chairwoman Claire Barnett noted because of the length of this meeting the Commission will discuss our Mission Statement next month. She wanted to thank Sharon Luebke for the time and effort she has put in to gathering information on how and what to include in a Mission Statement.

CHAIRWOMAN COMMENTS

Next month the Commission will focus on the Commission's goals and policies, reviewing the compiled information from the survey, and discuss the Appendix B Community Indicators.

Adjourn: Motion by Don Larson, second by Sharon Luebke to adjourn at 8:10PM. Motion carried.

Kathy Goerks, Clerk/Treasurer

It is possible that members of, and possibly a quorum of, governmental bodies of the Village of West Baraboo may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting.