

## PLAN COMMISSION

Minutes

July 5, 2018

Chairwoman Claire Barnett called the Plan Commission meeting to order at 6:00PM and noted compliance with the open meeting law.

Present: Chairwoman Claire Barnett, Pat Witter, Dennis Parsons, Gary Kowalke, James Allen and Don Larson  
Also present: Atty. Julia Potter, Law Intern Matthew Sieben, Engineer Tim Mikonowicz, Clerk/Treasurer Kaitlin Nye,  
Absent: and Mike Wetak

The Pledge of Allegiance was recited.

Motion by Gary Kowalke, second by Pat Witter to adopt the Agenda. Motion carried.

Motion by Don Larson, second by Pat Witter to adopt the previous Plan Commission minutes. Motion carried.

**CORRESPONDENCE:** Notice of conditional use permit request for a Retail Establishment in the Town of Baraboo

### REPORTS

**Zoning Update:** Tim Mikonowicz reported they are still dealing with a unique situation where a permit was issued for a temporary garage that they are trying to resolve. Tim Mikonowicz also reported that Jeremy Peach has been doing a lot of the zoning and has been doing a great job.

**Village Board update:** Jim Allen reported the Board approved to put in an offer for the purchase of the Zajak property purchase.

**Village Attorney update:** Atty. Potter reported there was some discussion about park reservations and potentially increasing the fee and the Board approved the extra territorial CSM for Moy. Atty. Potter reported the Board enacted the detachment ordinance for the Village Forest but found out after it was recorded with the register of deeds there was an error in the original plat of survey that was prepared, so the legal description for parcel one didn't fully close and they are in the process of correcting that and also including the Hwy BD right away which Board will be discussing next week.

**The Economic Development/Tourism Commission update:** No update (there was not a meeting last month).

### NEW BUSINESS:

- A. Moved by Gary Kowalke, second by Don Larson to recommend to Board to proceed with the purchase of the Zajak properties adjacent to the Village Forest. Motion carried.
- B. Moved by Jim Allen, second by Gary Kowalke to recommend to Board a proposed amendment to the zoning district map to rezone the Village Forest to R-1 upon completion of detachment. Motion carried.

### OLD BUSINESS: None

**Adjourn:** Motion by Don Larson, second by Gary Kowalke to adjourn at 6:30 PM. Motion carried.

Respectfully submitted,  
Kaitlin Nye, 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.