

PLAN COMMISSION

Minutes

September 6, 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, Don Larson and Mike Wetak

Also present: Atty. Julia Potter, Engineer Tim Mikonowicz, Clerk/Treasurer Kaitlin Nye, David Dahlke

Absent: None

The Pledge of Allegiance was recited.

Motion by Don Larson, second by Pat Witter to adopt the Agenda. Motion carried.

Motion by Jim Allen, second by Don Larson to adopt the previous Plan Commission minutes. Motion carried.

CORRESPONDENCE: None

REPORTS

- A. Zoning Update:** Tim Mikonowicz reported the Village had a Zoning Board of Appeals meeting for a variance request from David Dahlke. Tim Mikonowicz also reported there has been a lot of sign re-facing in the Village and they plan to keep on working on the proposed housing development in the future.
- B. Village Board update:** None
- C. Village Attorney update:** Atty. Potter reported she discovered the Village has a building design fee referenced in the Zoning Code but the fee was never determined so that will be on the next Plan Commission agenda.
- D. The Economic Development/Tourism Commission update:** Gary Kowalke reported he followed up with MSA and they plan to work with the Village on a few sign concepts. David Dahlke reported there was some discussion at the last meeting on budgeting for a couple of LTE's next summer to help with the up keep and maintenance along the county hwy and roundabouts. Pat Witter asked when DOT was planning on being done with the construction and Tim Mikonowicz stated they pushed the completion date back to October 3rd.

NEW BUSINESS:

- A. David Dahlke presented his request for a drainage easement reduction for Lot 1 of CSM #5089, First Addition to Fox Meadows. There was some discussion from the Commission on the request. Moved by Gary Kowalke, second by Don Larson to recommend that the Village Board approve the drainage easement reduction for Lot 1 of CSM #5089, First Addition to Fox Meadows. Motion carried.

OLD BUSINESS:

- A. After considerable discussion moved by Don Larson, second by Jim Allen to recommend to Board proposed changes to the Zoning Code to prohibit carports all together and add amendments under the accessory buildings section to include that they must be constructed of durable material, match the architecture of the primary structure and be built on a permanent foundation. Motion carried.

Adjourn: Motion by Don Larson, second by Pat Witter to adjourn at 7:42 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.