

PLAN COMMISSION – SPECIAL - MINUTES

August 10th, 2020

At 6:00 p.m. Clerk/Treasurer Mergen called the meeting to order and noted compliance with the open meetings law.

Present: Jim Allen, Jake Beard, Patricia Witter, Don Larson, Gary Kowalke, Don Larson

Others Present: Owen Mergen, Kheli Mason, Vasant Patel, Julia Potter (Virtual)

Absent: None

The Pledge of Allegiance was recited

Moved by Allen, Second by Witter, to adopt the agenda as posted. Roll Call: Aye - 6, Nay – 0. Motion Carried.

Moved by Larson, Second by Witter, to adopt the minutes of the July 2nd, 2020 Plan Commission meeting. Roll Call: Aye – 6, Nay – 0. Motion Carried.

Moved by Larson to nominate Gary Kowalke as the temporary chairperson for the duration of the meeting, second by Allen. Coll Call: Aye – 6, Nay – 0. Motion Carried.

REPORTS:

- Zoning Update: Kheli Mason provided an update concerning current permit and zoning activity in the Village. She presented information about a recent discovery of a 3-bedroom apartment in the commercial zoned U-haul facility. She also noted that former zoning administrator/building inspector officially resigned from MSA last week.
- Village Board Update: Owen provided an update concerning the Top Tier Development and the Pelton Development. Kheli also provided new information regarding a request from U-haul to expand their HWY 33 sign. Jake beard noted that the current sign has been lit beyond the agreed upon 10:00 p.m. time frame.
- Village Attorney Update: Atty. Potter provided information about recently adoped CSM recommendations.
- The Economic Development/Tourism Commission Update: Gary Kowalke shared information about the installation of the “Welcome to West Baraboo” sign installation.

NEW BUSINESS:

- A. An extended conversation took place in consideration of Vasant Patel’s request to add an additional driveway to the property located at 750 W. Pine Street, Campus Inn Motel. Present zoning does not allow more than 2 driveways per property, without approval.
 - o Moved by Allen to recommend to full board that the installation of the driveway be recommended for approval with stipulations (1) to require the current northernmost driveway on Mulberry St. be vacated (2) the new driveway will have outbound signage indicating exit only and inbound signage inticating “do not enter” (3) that the driveway be curved south and (4) that 2 speed bumps be installed prior to exiting the driveway. Second by Dennis Parsons.

○ Roll Call vote:

- Aye – 5 (Parsons, Larson, Witter, Allen, Kowalke)
- Nay - 1 (Beard)
- Motion Carried

B. Atty. Potter informed the commission about upcoming training opportunities on Plan Commission and related topics.

Adjourn: At 7:04 p.m. it was moved to adjourn by Larson, Second by Allen. Roll Call: Aye – 6, Nay – 0.
Motion Carried.

Respectfully submitted,
Owen Mergen, Clerk/Treasurer