

PLAN COMMISSION MINUTES

February 7, 2018

6:30 PM

Town Hall

The meeting was called to order by Chair Rang and the statement of public notice read. Meeting is noticed as joint meeting of Plan Commission and Town Board should several Town Board members attend.

Roll Call: Anton Rang, Steve Balfanz, Chris Matter, Theresa Schousek, Dan Lynch, Joy Packard, Carolyn Barrette (alt), Laurie DeRosier, (alt.); Jason Coyle excused. Others: John Eral, John Ringhofer,

Agenda adopted on motion by Rang, second Matter, passed. A county NW Cluster meeting at Star Prairie and the Design Standards Subcommittee meeting on Thursday, Feb 22 were added.

Public Comment: None

Items for Discussion and/or Action:

1. Request for John Eral, 1444 Triangle Dr, Houlton for a waiver and variance to TOSJ Ordinance CH 149, Art II, Roads Setbacks 149-4 (A) from 108' from center line or 75' from right of way, to 83' from town road centerline. Findings: Mr.Eral is building a house on the site which is 1+ acres and limited in size. If required to meet setback he would infringe on the septic system. He will remove the existing garage and build new one that would line up with other buildings on adjacent lots. He is working with Sara Droher at SCC CD office regarding septic and well and whether he needs to meet St Croix River regulations. He can comply with TOSJ CH 80 Building Code.

Motion by Rang, second Balfanz, to recommend to the Town Board to approve a waiver and grant a variance to the road setback as required by the Town of St Joseph Ordinance Article II, Roads, Section 149-4 set backs for a parcel located at 1444 Triangle Drive, Houlton WI 54081, Parcel ID 030-2027-20-000, currently owned by John Eral for a principle structure to be built by J Michael Homes, Inc. as shown on the submitted application dated January 16, 2018,. The variance shall be 83 feet setback from the center line of Triangle Drive. Passed. See attached for finding of fact and completed motion.

2. NRDS - Matter reported that the next subcommittee meeting would be February 22 at 6:30. Eric will provide a draft ordinance for review. Dates of publication and public hearings will be set. Standards will include Intensive Development Design Standards. Plans are to be finished by May.
3. Ordinance Updates – Matter asked for a review of may/shall language in CH 168. DeRosier pointed out the new county ordinance site using Encode. Town's attorney had several suggestions concerning uniformity of language referring to Houlton and Burkhardt in Ch 168.
4. Commission Membership - John Ringhofer, 117th Av, has volunteered to be a member and talked with the Plan Commission.

Items for Town Board: John Eral Variance request – 1444 Triangle Dr, Houlton

Minutes of January 6 meeting were approved on motion by Matter, second Lynch, passed.

Items for future meetings.

1. Design Standards updates
2. Ordinance updates
3. Comprehensive Plan future land use maps
4. Commission membership
5. Driveway requirements

Balfanz moved to adjourn, seconded, passed.

Carolyn Barrette

Secretary