



PLANNING COMMISSION MEETING

December 21, 2023

Present: Mr. Mark Votava, Ms. Rachel Dana, Ms. Betsy Vance, Mr. Sean Flaherty, Mr. Del Miske, Mr. David Sanocki, Mr. Brian Krafthefer, Supervisor Phillip Moosbrugger

Absent: None

Others in Attendance: None

Call to Order:

Chairman Mark Votava called the meeting to order at 7:00 PM, December 21, 2023.

Approval of the Minutes

Ms. Vance moved to approve the amended minutes of the November 16, 2023 meeting. Seconded by Mr. Miske, the motion carried 7-0.

Township Fee Schedule / Building Permit Fee Schedule

A minor revision to the proposed WLT Building Permit Fee Schedule was made, as requested by the Town Board. Stensland Inspections requested a new contract with the township that includes a reference to the proposed building permit fee schedule (once adopted). The planning commission supports this request.

The town board recommended removing the escrow requirement referenced in the proposed Utility Construction Fee and Ordinance Section 15.3.5. After discussion, the planning commission recommends keeping the escrow requirement to protect the financial interests of the township.

Discussion was had to confirm agreement/consistency between the proposed fee schedule and existing ordinances. As a result, a Service Area License Fee and Distribution System Permit Fee were added to the proposed fee schedule. We also recommend amending Ordinance Section 7.7.3.1 to eliminate the stated fees and instead refer the applicant to the fee schedule to determine the permit fee.

Chairman Votava to discuss proposed revisions with Supervisor Schultz before presenting a revised proposed fee schedule to the town board at the January Town Board meeting.

Draft Proposal of Ordinance Amendment Regarding the Keeping of Goats

Ms. Dana reported on the status of her research of other nearby town/township ordinances regarding the keeping of goats and presented preliminary draft ordinance language for review and comment by the planning commission. She plans to present a revised version at the January meeting for review.

Recommendation of Reappointment of Planning Commission Members

Ms. Vance moved to recommend to the board the reappointment of Mr. Votava and Mr. Miske to three-year terms on the planning commission, seconded by Ms. Dana. The motion passed 5-0 with both Mr. Votava and Mr. Miske abstaining.

Adjourn

The date for the next meeting was confirmed for January 18, 2024. Having no further business, Mr. Flaherty moved to adjourn the meeting. Seconded by Mr. Miske, the motion carried 7-0. Mr. Votava adjourned the meeting at 9:16 PM.

Respectfully Submitted,

Sean Flaherty
Planning Commission Secretary