

TOWN OF RED CEDAR MINUTES - Planning Commission

The Planning Commission meeting was held at the Red Cedar Town Hall, E6591 627th Avenue, Menomonie, WI on **Tuesday, April 12, 2016 at 6:30 p.m.**

1. ROLL CALL/CALL TO ORDER. At 6:30 p.m., Chairman, Leon Herrick, called the meeting to order. Present were commission members Susan Harrison, Bob Cook, Chad Haldeman, and new alternate member, Marge Hebert. Ron Prochnow arrived late. Also present was Clerk/Secretary, Cheryl Miller.
2. MINUTES. The minutes of the prior meeting were reviewed. *Motion by Bob Cook to approve the minutes as presented; motion seconded by Chad Haldeman. None opposed. MC*
3. PUBLIC HEARINGS. None.
4. PUBLIC COMMENTS. None.
5. BUSINESS to consider and act on, including possible recommendations to the Town Board:
 - (a) Henderson CSM creating Lot 1 in part of the NW ¼ of the NW ¼ of Section 8, T28N, R12W. Surveyor, Steve Kochaver, appeared before the Planning Commission on behalf of the applicant. The CSM was reviewed and discussed. *Motion by Susan Harrison to approve the CSM as presented; motion seconded by Bob Cook. None opposed. MC*
 - (b) Pechmiller CSM dividing Lot 1 of CSM 3287 within the NE ¼ of the NW ¼ of Section 4, T27N, R12W. Surveyor, Steve Kochaver, and applicant, John Pechmiller, appeared before the Planning Commission. The CSM was reviewed and discussed. *Motion by Chad Haldeman to approve the CSM as presented; motion seconded by Susan Harrison.* Further discussion had. The motion was restated and called by the Chairman. *None opposed. MC*
 - (c) Feedback on Site Plan Review Ordinance forwarded to Town Board for review and comments. Cheryl informed the commission that the town board reviewed the Site Plan Ordinance, and some revisions were suggested. The Ordinance is being sent back to the Planning Commission for final review prior to forwarding the final version back to the Town Board. Site Plan Review fees and forfeiture amounts were discussed, as were water runoff issues. The commission feels that a \$400.00 fee would cover per diems and extra work involved to review and work on a site plan and application, and a penalty for violation of the ordinance in the amount of double the site plan review fee would be appropriate. *Motion by Susan Harrison to recommend that the Town Board approve (1) a Site Plan Review Fee in the amount of \$400.00; and (2) a fine/penalty amount for violation of the Ordinance equivalent to two times the site plan review fee; motion seconded by Bob Cook. None opposed. MC.* Leon will contact Fred Weber with questions re: water runoff issues. Cheryl will make the revisions to the Site Plan Review Ordinance to present at the next Planning Commission meeting. *This matter was postponed.*
 - (d) Update of Town Subdivision Ordinance. The Clerk passed out copies of the Town's current Subdivision Ordinance from 2008 and the County's 2006 Subdivision Ordinance. There was a question as to whether or not the County Subdivision Ordinance has been updated after the new County Comprehensive Zoning Ordinance was enacted in 2014. Cheryl will email Bob Colson to obtain a copy of the most current County subdivision ordinance. Leon will contact the County to see if they have a checklist to use when reviewing subdivision applications. *This matter was postponed.*

- (e) Develop a checklist from Comp Plan's Goals and Objectives Section to work from when reviewing rezone requests, site planning, etc. with mapping review. Susan prepared a draft checklist based on the Goals and Objectives section of the Town's Comp Plan. Planning Commission members will review the list with the Comp Plan section to see if other items need to be addressed. *This matter was postponed.*

6. COMMUNICATIONS/ANNOUNCEMENTS. None.

7. UPCOMING AGENDA ITEMS. Those listed above.

8. ADDITIONAL RECOMMENDATIONS OR REPORTS TO THE TOWN BOARD. None.

9. SET NEXT MEETING DATE. The next Planning Commission meeting date was set for Tuesday, May 17, 2016 at 6:30 p.m.

10. ADJOURNMENT. *Without objection, Chairman, Leon Herrick, adjourned the meeting at 8:02 p.m.*

(The Minutes are subject to approval at the next, regularly scheduled Planning Commission meeting)

Cheryl Miller, Secretary/Clerk

April 15, 2016

Amended: 04/16/2016