

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, June 28, 2016 at 6:30 p.m.**

1. ROLL CALL/CALL TO ORDER. At 6:31 p.m., Chairman, Leon Herrick, called the meeting to order. Also present were Vice Chairman, Susan Harrison; Secretary/Clerk, Cheryl Miller; members Bob Cook, Chad Haldeman, and Ron Prochnow; and alternate, Marge Hebert.
2. MINUTES: The Minutes of the May 17, 2016 Planning Commission meeting were reviewed. *Motion by Chad Haldeman to approve the minutes as presented; motion seconded by Susan Harrison. None opposed.* MC
3. PUBLIC HEARINGS: None.
4. PUBLIC COMMENTS. Surveyor, Steve Kochaver, informed the committee that two CSMs will be forthcoming, one of which will be for John Cook and family. The three-lot property is right across from the Emerald Crest subdivision and runs east. The owners are aware of the subdivision covenants, and they will conform to those covenants.
5. BUSINESS to consider and act on, including possible recommendations to the Town Board:
 - (a) CSM to create lots on 650th Ave. in part of the NW ¼ of the NW ¼, and part of the SW ¼ of the NW ¼, Section 17, and part of the SE ¼ of the NE ¼, and part of Govt. Lot 2, Section 18, all in T28N, R12W. Surveyor, Steve Kochaver, appeared on behalf of the applicant and informed the committee that the property is across from Cardinal Glass. The owner would like to make two lots out of the 8.27 acre lot, leaving 5.5 acres with Lot 2 and the house. The new, smaller lot will have no improvements on it. The owner would then sell the 5.5 acre parcel. *Motion by Chad Haldeman to approve the CSM as presented; motion seconded by Ron Prochnow. None opposed.* MC. The CSM was signed and approved by the Planning Commission Chairman and Secretary/Clerk.
 - (b) Review text amendments to County Zoning Ordinance. Text amendments from February 18, 2015 and February 17, 2016 were handed out and reviewed. The Clerk will check to see if the County Zoning Ordinance has been updated yet with the text amendments. Notices, text amendments, etc. have not been properly forwarded to the township as required. Attendance at a County PRD meeting may be required, and a letter may need to be drafted with respect to these issues. *No action taken. This matter will be revisited.*
 - (c) Updates on Site Plan Review Ordinance application form(s) and applications for individual ordinances. The Clerk will forward all ordinances, applications, policies, etc. which directly relate to work by the Planning Commission, including those for CSMs, rezones, road and driveway, site plan, etc., to Susan as she will work on this. *No action taken. This matter was postponed.*
 - (d) Update of Town Subdivision Ordinance. A draft Town Subdivision Ordinance was handed out. Leon will review the draft against the current County Subdivision Ordinance and State Statutes, and then the committee can work on incorporating other aspects into the draft. Other samples, including tables of contents, definition pages, etc., were also handed out. *This matter was postponed.*
6. COMMUNICATIONS/ANNOUNCEMENTS. Announcements were made.

7. UPCOMING AGENDA ITEMS. Those indicated herein.
8. ADDITIONAL RECOMMENDATIONS OR REPORTS TO THE TOWN BOARD. Possible letter with respect to notices, text amendments, etc. not being timely received by the township.
9. SET NEXT MEETING DATE for Tuesday, July 19, 2016.
10. ADJOURNMENT. *At 8:23 p.m., Chairman, Leon Herrick, adjourned the meeting without objection.*

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

Dated **this 5th day of July, 2016**

Cheryl Miller, Clerk