

TOWN OF RED CEDAR
MINUTES – Planning Commission Meeting

A **Planning Commission** meeting was held on Tuesday, January 22, 2019 at 6:30 p.m. at the Red Cedar Town Hall, E6591 627th Avenue, Menomonie, WI.

1. ROLL CALL/CALL TO ORDER. *At 6:30 p.m., the Chairman, Leon Herrick, called the meeting to order. Members present were Bob Cook, Chad Haldeman, Marge Hebert (Alternate), and Cheryl Miller (Secretary). Ron Prochnow and Susan Harrison were absent. Others present were Town Board member, Don Hayden; County Surveyor, Tom Carlson; Dan Buckley; Kevin Oium from Cedar Corp.; developers, Jamie Winsand and Tim Winsand; and Surveyor, Steve Kochaver.*
2. MINUTES. *Motion by Chad Haldeman to approve the minutes of the December 11, 2018 meeting; motion seconded by Bob Cook. None opposed. MC*
3. PUBLIC COMMENTS. None.

4. BUSINESS to consider and act on, including possible recommendations to the Town Board:
 - (a) Act on Preliminary Plat for Timber Valley major subdivision (NE ¼ of the NE ¼ of Section 31, T28N, R12W). The developer paid the fee to the Secretary/Clerk. Kevin Oium of Cedar Corp. provided the revised plat and an oral summary of changes as per recommendations from Dunn County, including, but not limited to: adding contact information and approving/rejecting authorities, current zoning and new zoning districts, pond/storm water management, two-foot contours, scaling of 1 inch/100 foot, drainage arrows, proposed street numbers, construction plans for a two-phase approach (phase 1/41 lots; phase 2/15 lots), temporary turnarounds, 66-foot ROWs, cul-de-sacs with a 90-foot radius/180-foot diameter, regional storm pond on lot 37 and Lot 42 (phase 1) storm sewer/culvert pipe and a ditch to where the storm water pond is, delineated shaded area for wetlands, existing drainage off 510th also delineated as wetlands, and 56 lots rather than 54 lots.

Discussion had on future dedication of roads, easements, and right of ways to the town. Leon mentioned that some towns require a statement on the plat that the town has a right to special assess for public services and deed restrictions on lots for drainage easements. Bob indicated that a road in another subdivision caved in due to shale issues and that drain tile should be added where needed. Cedar Corp. will provide construction staging, and a construction report will be generated as the roads are being built. There will be a pre-construction meeting with the town, and the road will have to be signed off on by the developer or agent. Water was found 6-7 feet below the surface near the ponds, and the septic systems will be at-grade or mound systems. Chad had concerns with respect to the drainage way on lots 2-6, and the DNR will issue permits. Culverts will be added as required. Postmaster is requiring shared mailboxes in groups of five throughout the subdivision.

The Planning Commission members went through the required sections of the town's Land and Subdivision/Plat Application Submittal Checklist with the developers and their agent.

Motion by Chad Haldeman to recommend that the Town Board approve the Preliminary Plat as presented; motion seconded by Bob Cook. None opposed. MC

- (b) Act on Bob Rosendahl CSM to divide Lot 1 (CSM 3558) into two lots, located within the N ½ of the fractional NE ¼ of Section 6, T27N, R12W, in the Town of Red Cedar. Steve Kochaver,

surveyor for the applicant, paid the required fee to the Secretary/Clerk. The property has already been rezoned to R2, and the applicant would like to take the 3-plus acres and split it into two lots. *Motion by Chad Haldeman to approve the CSM as presented; motion seconded by Bob Cook. None opposed. MC*

(c) Amendments to cul-de-sac section of Driveway and Road Ordinance. *This item was postponed.*

(d) Proposed changes to Chapter 13 of the Dunn Co. Zoning Ordinance re: rezone and text amendment procedures. Discussion had. Cheryl emailed the town's concerns/objections to Bob Colson and Tom Quinn the previous evening and will follow up on. *No action taken.*

(e) Review fence requirements in the Dunn Co. Zoning Ordinance. *This item will be removed from future agendas.*

(f) Review Act 67 CUP Analysis from the Wisconsin Towns Association. *This item will be removed from future agendas.*

(g) Member term expiration dates. Discussion had. Town board members, Bob and Pete (2nd Alternate), as well as residents Leon, Susan, Chad, and Marge (Alternate) expire on 4/30/2019. Ron Prochnow's term expires on April 30, 2021. Town board member terms run concurrent with their 2-year terms, and resident terms run for 3 years. Terms alternate, but this year they coincide. Susan would like to go forward as the Alternate, and Marge would like to become a regular member for a 3-year term. Leon and Chad also agree to stay on for a 3-year term. Don Hayden can replace Pete as the 2nd Alternate through the end of his town board term in April of 2020. *Motion by Bob Cook to recommend that the town board appoint Planning Commission member Bob Cook to a 2-year term beginning on May 1, 2019 and ending on April 30, 2021, town board member Don Hayden (2nd Alternate) to a 1-year term beginning on May 1, 2019 and ending on April 30, 2020, and residents Leon Herrick, Chad Haldeman, Marge Hebert, and Susan Harrison (Alternate) to 3-year terms beginning on May 1, 2019 and ending on April 30, 2022; motion seconded by Marge Hebert. None opposed. MC*

5. ADDITIONAL RECOMMENDATIONS. None.

6. COMMUNICATIONS/ANNOUNCEMENTS. None.

7. UPCOMING AGENDA ITEMS. Postponed items.

8. SET NEXT MEETING DATE. The next meeting date was set for Tuesday, February 19, 2019, at 6:30 p.m.

9. ADJOURN. *At 8:12 p.m., Chairman, Leon Herrick, adjourned the meeting without objection.*

(The Minutes are subject to approval at the next Planning Commission meeting.)

Cheryl Miller, Secretary/Clerk

January 28, 2019