

CROW WING TOWNSHIP
MEETING MINUTES
PLANNING AND ZONING COMMISSION

July 14, 2008

Call to Order - 6:00 p.m.

Commission: Chairman Brad Arnold, Cliff Carlson, Linda Schuety, Richard Rofidal

Staff: Chuck Marohn (Township Planner), Virginia Rogers (Township Clerk)

Also present were Ed Mattson and Carol Wermter.

Meeting called to order and pledge recited.

The Mark Cross rezoning was added to the agenda in regard to the proposed frontage road. Marohn informed the members that Mr. Cross did call in reply to the letter from Community Growth Institute and said that the attorneys are in contact with the property owners. Carol Wermter said she had recently spoken with Greg Ostrowski, one of the property owners, and he has not been contacted. Marohn was asked to discuss this with Mr. Cross. Also added was a review of the financial report for planning and zoning administration.

Ed Mattson was present to discuss the two-family homes that he is constructing in the plat of Sand Creek. He has attempted to split the two family homes into two parcels without splitting the property itself. Chairman Arnold noted that no application has been received and that, having spoken with town board members, he is aware of concerns that this is not in keeping with the original intended use as presented during the platting process. Marohn noted that the land use permits can be extended if necessary, but that in order to split a property for two or more owners, it must go through the subdivision process. He also noted that the ordinance does not specifically allow for this type of development, outside of a shore land area. In order to allow it, the township would need to rewrite the ordinance. Carol Wermter noted that the county requires a split of the property with two separate legal descriptions before they will issue two separate PID numbers. Marohn noted that that would require local approval, for which there is currently not a process in place. Chairman Arnold noted that the Town Board would have to make a final decision on something of this nature, that the board members he has spoken with were not aware that any issues for multi-family units had been issued and that this is not what they had expected that the development would be used for. Commissioner Schuety asked if one septic system can service both units. Mr. Mattson stated that it can and is based on the number of bedrooms. Commissioner Carlson stated that he understood that there could be a maximum of 14 2.5 acre lots in the plat and that is how it was approved. He noted that the Planning Commission had understood that there would be 14 individual family homes constructed. Marohn verified that a duplex is an accepted use but also noted that it does not seem to allow for separate ownership or creating two parcels. Chairman Arnold stated that the Planning Commission will move forward in getting this information to the town board.

Commissioner Schuety made a motion to accept the minutes as read with a minor correction. The motion was seconded by Commissioner Rofidal and carried by unanimous vote.

Marohn provided an update on violations. The on-site inspection of Big Woods Timber has been completed. Of the six conditions of their existing CUP, two have been met. The owners are to be in the process satisfying the remaining conditions by September. There is a considerable amount of runoff and erosion that adversely affects the adjoining property to the south.

Steps have been taken on a number of other violations and there will be a report at the next meeting. Commissioner Schuety asked why Jerome Callahan was not present at this meeting to discuss his violation as planned. Marohn stated that he will make sure he attends the August meeting. Commissioner Schuety noted that she drove by the John Dano property and it appears that a considerable amount of debris has been cleaned up and some of the vehicles have been removed.

Marohn shared information about a model subdivision ordinance that Community Growth Institute is working on.

Mona Engelhart was present to request a withdrawal of her application for the rezoning of her property and a refund of the fee that she paid. Discussion followed and a report of the expenses incurred as a result of the application were reviewed. Ms. Engelhart asked if there is a way to get a clear description of what she is allowed to do with her property, which was zoned Multiple Use by the county. Marohn indicated that this is something he is able to provide and will do so in writing. Rather than receiving a partial refund of her fee, Ms. Engelhart indicated that she would rather move ahead with the rezoning. She asked to have this on the agenda for the August meeting.

Marohn presented a mid-year budget report for planning and zoning administration. Reasons for the gap between revenue and expenses were reviewed, as well as ideas for lessening that gap. He suggested that there may not be a need to hold a meeting every month if there are no public hearings or the Planning Commission could also meet without planning staff present when possible. Also discussed was having Planning Commission members perform site visits for violations. Chairman Arnold noted the considerable expense of working on the outstanding violations in the township and indicated his hope that the Town Board is aware of the expense this has incurred. Chairman Arnold indicated that he will prepare some comments for the next Town Board meeting.

Commissioner Carlson asked for comments on the pay for the Planning Commission Chair. It was decided that the Town Board would ask for this allowance. Chairman Arnold indicated that he would likely decline to claim this, but that it may be good to have a policy in place for the future.

The meeting was adjourned by general consent at 8:20 p.m.