

## Plan Commission Meeting Minutes: June 10, 2020

The Plan Commission meeting for the Town of St. Croix Falls was called to order at 6:00 p.m. by Chairman Frank Behning on Wednesday March 11, 2020 at the Town Hall. Present by roll call were Frank Behning, Stacy Bergmann, Rick Katzmark, Kyle Yunker, Norval Valleen, Jeremy Hall, Dave Robinson, and Dave Berg. Zoning administrator Jim Alt, Town Legal Counsel Adam Jarchow, Steve Palmer, Steve Kotilnek, Cherie Kotilnek, Katie Appel, Jeremy Appel, Bill Ties, Gus Koecher, Bryan Raddatz and Nathan Holdemann were also in attendance.

Katzmark/Valleen **moved** to approve the agenda; **motion passed** unanimously.

Yunker/Katzmark **moved** to approve the March 11, 2020 meeting minutes, **motion passed** unanimously.

Public Comment: None

Public Hearing: Commercial Design Guidelines review at parcel identification number 044-00707-0000. The public hearing opened at 6:03 p.m. Mr. Raddatz presented the request for a new office and warehouse space on the property. There is a plan for a retention pond to the north of the building. Discussion was had on drainage to the east of the building based on the proposed plan. Discussion was had on the landscaping plan, building plans, and the site plan. The public hearing closed at 8:02 p.m. The Plan Commission asked the applicant to provide additional information for next month's meeting.

Public Hearing: Commercial Design Guidelines review at 1315 220<sup>th</sup> St.

The public hearing opened at 8:04 Mr. Alt presented the request for an accessory building on the property. Mr. Alt said the driveway permit had been approved for the location and that a variance had been granted to allow for the building location. Mr. Kotilnek explained the purpose of the building. The public hearing closed at 8:14 p.m. Valleen/Berg moved to recommend approval of the Commercial Design Guideline request to the Town Board as presented; motion carried on a unanimous roll call vote.

Public Hearing: Revise or revoke the special exception for parcel identification number 044-00963-0000. The public hearing opened at 8:20 p.m. Mr. Alt described the violation documented by the Town Chairman on April 10, 2020, a portable shed was used as an office on the property. Mr. Behning described the situation and noted a past occurrence of a camper being used as an office on the property. The public hearing closed at 8:31 p.m. Discussion was had on possible options. Valleen/Katzmark moved to recommend adding a condition to the special exception that if a portable shed is ever used for an office on the property again the special exception would be brought back for revocation; motion failed on a 5-2 roll call vote (yes: Valleen, Katzmark no: Bergmann, Hall, Robinson, Berg, Behning) Hall/Valleen moved to recommend revocation of the special exception to the Town Board; motion passed on a 5-2 roll call vote (yes: Bergmann, Valleen, Hall, Berg, Behning no Robinson, Katzmark).

The Plan Commission decided to discuss the potential changes to the Town Zoning Ordinance at the next meeting.

Public Comment: Mr. Behning presented Mr. Valleen with a plaque as a thank you for his service on the Town Plan Commission. Mr. Valleen said he was frustrated with the lack of discussion on the private road issue at the previous meeting and urged the Plan Commission to continue looking at ordinances for the Commercial District. Mr. Palmer asked who is responsible for enforcing the Town Commercial Design Guidelines

There being no further business, Valleen/Katzmark **moved** to adjourn the meeting. The **motion passed** unanimously and the meeting was adjourned at 8:57 p.m.

Jim Alt  
Zoning Administrator