

APPROVED MINUTES

TOWN OF WILSON PLAN COMMISSION

April 11, 2011 Meeting

CALL TO ORDER & DECLARATION OF OPEN MEETING:

Meeting was called to order by Chair Fuller at 7 PM and declared an open meeting.

PRESENT: Chair Doug Fuller, Commissioners MaryAnn Bergin, Fred Goebel, Guy Jones, Jim Kummer, Dave Schleicher, June Spoerl, and Rich Ternes. **Other:** David Gartman, Larry Hilbelink, and Dale Sommer.

APPOINTMENT:

- 1.) Dale Sommer, Town Supervisor – Request for Plan Commission’s review and recommendation to the Town Board for potential amendments to Chapter(s) 33/35 regarding Stormwater Engineering requirements. Concerns were raised as to when redrawing stormwater plans are required. Chapter 35 is what we are presently doing. Currently there is no threshold to start with. Need a criteria minimum. Our ordinances need to be changed to get a threshold (whatever the Board wants to do). Per Chapter 33, Page 12, (3) Waivers, does give a chance to waive but the problem is that this board would have to approve each one. If we had a threshold, a waiver would not be required. It was also noted to review the 2008 suggestions of Joe from Abacus and maybe have him attend a meeting to talk about his suggestions. A minimum acreage or distance from nearest lot line may be required for parcels. This also needs to be looked at because of all the open spaces in the Town. The \$160 drainage plan fee is not written in our ordinance. This \$160 is what Joe from Abacus charges and he could change this. We need to set a fee. Chapter 35 is what the Town has been following as practice, but is not part of our ordinance. Larry Hilbelink will look into this more before the next meeting. Dale Sommer raised concern over Chapter 33, Page 6, (26) “In-Fill” and “In-Fill Map” which the Town does not have.

NEW BUSINESS:

- 2.) Stormwater Engineering Requirements – Potential Recommendation to Town Board Regarding Stormwater Engineering Requirements

Motion by Fuller; seconded by Kummer that the Plan Commission recommends to the Town Board that they financially support Larry Hilbelink working with Joe from Abacus on potential revisions to the stormwater management ordinance for the Town as well as creating the in-fill map that is required of the Town; motion carried with no nay votes and no abstentions.

- 3.) Approval of Draft Minutes – March 14, 2011 Minutes

Motion by Schleicher; seconded by Spoerl to approve the March 14, 2011 minutes as stated with correction; motion carried with no nay votes and abstentions.

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- 4.) Town Sign Inventory – Doug Fuller requested this be added to the agenda. Per our ordinance, Larry Hilbelink is responsible for policing the signs. But because his compensation through the town is a little different than being employed 40 hours per week, we need to make a recommendation to the Town Board to work out a Compensation Agreement with Larry to help him fulfill the obligations we have mandated in the ordinance which is do the sign inventory and keep it current. Our new ordinance requires that the sign owners be sent a letter clearly stating to them that their sign is conforming, nonconforming, legal nonconforming, etc. The new ordinance also tells them what they need to do to that sign. The reason behind this was to get the inventory current and to make sure Larry Hilbelink was compensated for effort involved in getting this task completed. Town office staff can assist Larry. The town also has an ordinance on abandoned signs.

Motion by Fuller; seconded by Goebel to have the Town Board financially support Larry Hilbelink in an effort to go through the inventory of off premise advertising signs and determine their status so that we can fulfill the obligations of our own ordinance. Get a sign inventory and make a report; motion carried with no nay votes and no abstentions.

- 5.) Business Park Building Architecture & Requirements – Potential of modifying our ordinance. Examples were provided of the Village of Oostburg and the City of Sheboygan. Oostburg is much more restrictive. The intent of this discussion was to ensure that when industrial and highway commercial area gets built, we do not want all metal buildings along I-43. We do not want pole barns. Keep it pleasing to the eye. We need to get some standards in place. Some points we may want to consider:

Verbiage - determine what makes sense to the Town and to what extent
Exterior of building visible from the road (brick / two-tone metal)
Not too restrictive
Appropriate landscaping
Case-by-case basis (identify in ordinance)
Come before Plan Commission for review and recommendation
Look at zoning areas (neighborhood commercial also)
Need to address franchising
Warehousing Vs. Retail

We are not going to come up with any ordinance modifications tonight.

Jim Kummer to work with Larry Hilbelink and come back to our May meeting with proposed revisions to the ordinance or just ideas for input with this body.

Chair Fuller would like to rename “Business Park Building Architecture & Requirements” to “Building Architecture & Requirements”

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OLD BUSINESS:

No Old Business Items

CORRESPONDENCE:

- 6.) Approved Plan Commission Minutes
- 7.) Approved Town Board Minutes

FUTURE AGENDA TOPICS:

*The next Plan Commission Meeting will be held May 9, 2011, at 7 PM.

ADJOURN:

Motion by Spoerl; seconded by Fuller to adjourn; motion carried with no nay votes and no abstentions; and meeting adjourned at 8:17 PM.

Minutes Submitted By: MaryAnn Bergin, Secretary
Cheryl Rostollan, Clerk