**APPROVED MINUTES: TOWN OF WILSON PLANNING COMMISSION MEETING**

**Town of Wilson: 5935 South Business Drive, Sheboygan, WI**

**Meeting Date: Monday, October 11, 2021**

**Meeting Time: 6:30 p.m.**

**CALL TO ORDER & DECLARATION OF OPEN MEETING** by Chair Roger Miller, John Ehmann, Fritz Goebel, David Schleicher, Emily Stewart, Erik Thelen, Guy Jones, and Mandy Tran present.

PUBLIC COMMENT: The Commission reserves the first few minutes for public comment on any topic that relates to Plan Commission Meeting government. If you are speaking about something that is not on the agenda, law prohibits the Board from taking action tonight. Public comments are limited to 3 minutes per person and no more than 30 minutes total – Miller opens floor up for public comment at 6:30 pm. Ray Ten Pas of W2312 Wilson Lima Rd., Oostburg WI 53071 speaking. Mr. Ten Pas requesting extension on the sign ordinance, allowing provisions pursuant to WI State Statute Sec. 84.30.

1. The Town of Wilson Plan Commission held a public hearing on a zoning request from property owner Richard Ternes, 6432 County Road OK, Sheboygan Falls, WI 53085. This hearing is to consider the request of the applicant for the rezoning from (Agriculture District) A-1 into (Agriculture District) A-2. This request is for tax parcel 59030460580 – Miller opens floor up for public hearing at 6:37 pm. Miller reports that the Town received a letter from Tim Frey of Vista Care regarding this matter. Miller closes the floor at 6:40 pm.

**NEW BUSINESS:**

1. **Approval of Draft Minutes from the September 13, 2021 meeting –** Motion by Stewart, second by Goebel, to approve the September 13, 2021 draft minutes, all present voted aye, motion approved.
2. **The Plan Commission will make a recommendation on a zoning request from property owner Richard Ternes, 6432 County Road OK, Sheboygan Falls, WI 53085. This hearing is to consider the request of the applicant for the rezoning from (Agriculture District) A-1 into (Agriculture District) A-2. This request is for tax parcel 59030460580 –** Miller clarifies clerical error in the agenda, stating that the rezoning request in fact is to rezone from A-1 to HC, not to A-2. Miller recuses himself because Mr. Frey is a client of Miller Engineering. Ehmann presiding as chair for this matter. Ternes responds to letter from Tim Frey, owner of parcel no. 59030460531, 4602 County OK, Sheboygan. Ternes was unaware of Mr. Frey’s business on the adjacent property, parcel no. ‘531, and that Mr. Frey considered property at parcel no. ‘580 as a buffer zone. Tran inquired about zoning of other adjacent parcels. Motion by Thelen, second by Ehmann, to make a recommendation to the Board to allow the rezoning request from A-1 to HC, second by Schleicher, all present voted aye, motion carried.
3. **Sign Permit Application: Kunes RV Sheboygan Properties, LLC 8120 Frontage Rd., Sheboygan, WI 53081, in the Town of Wilson, Sheboygan County, WI for tax parcel #59030462390 –** Tran mentions that the application incorrectly identifies the sign to be located on parcel no. ‘390 but the sign is in fact located on parcel ‘392. Tran suggests the application be corrected to reflect sign location and permit for parcel no. ‘392. Motion by Goebel, second by Thelen to recommend the Board approve this sign permit, all present voted aye, motion carried.
4. **Pre-application meeting with property owner Michel & Anne Huijs, 5924 S. 12th St., Sheboygan, WI 53081. This hearing is to consider the request of the application for installation of Freedom Forever WI LLC to install ground Solar Panels at Huiji’s residential property. This request is for tax parcel 59030458340, R-1 –** Freedom Forever LLC (the installers) present by telephone to present on the matter. Applicant, home owner, not present. Miller summarizes Town ordinance, stating that residential solar energy installation follows CUP permitting process, treating this as a pre-application meeting. Miller reviewed Town Ordinance CUP application requirements, finding the application is complete. Tran inquires whether the solar system will be owned or leased by the applicant homeowner? Freedom Forever LLC states that the applicant owner will own the system outright and that WI does not allow leasing of such equipment. Tran inquires whether according to Town Ordinance this system would be considered a “structure”. Ehmann and Roger states that historically, Town exempts items used primarily for utility purposes as a typical structure. Freedom Forever LLC states that in other communities, this question has been answered inconsistently. Ehmann seeking confirmation of the dimensional size of the arrays, which is affirmed to be consistent with the presentation in the application. Freedom Forever LLC further confirming that the arrays will be stationary in nature. Ehmann inquires if this is a typical sized structure to power a home? Freedom Forever LLC states that it is larger than average size because the applicant/home owner in this case is powering several buildings on the same parcel. Ehmann raises concern about how the ordinance will be interpreted among potentially different types of future application requests. Miller suggests review and update of ordinance language. Miller asks that this matter be placed in November agenda for public hearing.
5. **Meeting with Andrew Kissel of Serenity Farms on wood processing activities conditional use –** Andy Kissel not present even though he had stated he would arrive by 7:15pm tonight. Will put this matter on another agenda. Ehmann seeks to visit this matter further among the Commission. Ehmann summarizes previously issued CUP terms and expiration date. Note recent evidence that plenty of logs still on parcel. States that wood processing activity is not permitted on this parcel and the Board will need to know the nature of use of these logs. Miller suggests enforcement by the Board on this matter on the grounds that the CUP has already expired and thus Andy is now in violation due to non-renewed CUP, with further violations of Town ordinance that forbids wood processing activities on site. Tran suggests checking on their compliance status with DNR as well.
6. **Consideration of Zoning Ordinance Updates for Residential Uses -** Stewart identifies inconsistencies in the definition and application of the term guest cottages between conditional and permitted use. Miller states the definition of guest cottages to include mother-in-law suites and vacation rentals. Stewart asks to place this specific item regarding solely the question and treatment of guest cottages on the next agenda. Ehmann states that the Town is in the process of looking at short-term rental ordinance outside of the zoning ordinance. Miller suggests a subcommittee form to work on this matter. Tran offers to assist.
7. **Discussion on sign ordinance as it relates to billboards –** Ehmann states that there are no current updates on ordinance amendments. Town attorneys are working on this matter and there is no need for this matter to come back to the Plan Commission at this time. Mr. Ten Pas requests a copy of the draft amended ordinance before any future meetings. Ehmann agrees.

**OLD BUSINESS:**

**CORRESPONDENCE**

1. Approved Plan Commission Minutes – No discussion.
2. Approved Town Board Minutes – No discussion.
3. Correspondence – No discussion.

**ADJOURN:** Motion by Tran, second by Thelen to adjourn the meeting at 7:45 p.m., all present voted aye, motion carried.

Minutes Respectfully Submitted by Mandy Tran, Reserve Plan Commission Member