



Minutes

Planning & Zoning Commission Meeting

Location: Zoom Dial: 1-312-626-6799 US (Chicago) Meeting ID: 897 1779 7132 Passcode: 694751

April 14, 2021 7:00 pm

CALL MEETING TO ORDER

M. Willcoxon called the meeting to order at 7:05 pm

Members Present: Chair M. Willcoxon, Vice Chair P. Carlson, J. Johnson, B. Schule, S. Brooks

Members Absent: None

Others Present: Planner K. Moen, Supervisor B. Seekon, Engineer J. Pelawa, Clerk K. Wood, Deputy Clerk L. Carr, 2 members of the public (signed in)

PUBLIC COMMENTS (ITEMS NOT ON THE AGENDA)

B. Seekon said he received an email from the County regarding a pole barn he would like to build and read it to the Planning Commission. The County said he had to re-survey. It is an outlot. When he emailed the Auditor's office, she said it has to be platted. His main parcel is metes and bounds. P. Carlson said to call an attorney because it is already platted.

D. Stiers said trucks are parking at the Tesoro which is not in their CUP and he feels that it needs to be looked in to. It appears that someone is living in a motorhome on the property. M. Willcoxon said he should look into submitting a written complaint. M. Willcoxon said the CUP was issued in the early days and they did not want trucks parking all over the Township.

ADOPT THE AGENDA

B. Schule made a motion to adopt the agenda. Second by P. Carlson. Votes via roll call Ayes 5, Nays 0. Motion carried.

APPROVE THE MINUTES OF THE MARCH 10, 2021 PLANNING COMMISSION MEETING

P. Carlson made a motion to approve the minutes from the March 10, 2021 Planning Commission meeting. Second by J. Johnson. Votes via roll call Ayes 5, Nays 0. Motion carried.

NEW BUSINESS

Birdie's Run Sketch Plan Review

K. Moen presented a preliminary sketch plan submitted by K. Roddy and B. Boyce. The property named Birdie's Run is located east of the Town Hall. According to the zoning code, it meets the RRII zoning code. He would like to rezone it to RRII and is looking for feedback. K. Moen said they have smaller lots proposed that do not meet the RRII requirements and they would have to have to have a minimum of two acre lots. K. Moen said the first step would be to rezone from

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RRA to RRII. K. Moen said they are looking for a consensus of support from the Planning Commission. K. Moen said that this would not be spot rezoning and explained that there are other RRII spots in the Township that do not touch other RRII areas and are surrounded by RRA.

M. Willcoxon would like a special meeting to talk about the comp plan and the RRA definition. Work Session Tuesday, April 27th at 7:00 pm. There will be a Zoom link.

Preliminary Plat– Sherco Construction Public Hearing – Continued

K. Moen shared the Cliff's Falcon View (33003 Falcon Ave.) preliminary plat. It was rezoned from RRA to RRII in December 2020. There are 63.69 acres and they want to have 14 lots. The property is contained in 3 existing parcels. There is an existing home and 4 accessory structures. The proposed lots are between 2-11.1 acres. The existing house will remain as well as the garage on lot 2 block 4. It meets the dimensional standards and road frontage. A public roadway named Fenway Ave is proposed and it will connect to the existing Fenway Avenue. The access has been approved. The applicant will pay the park fee. She laid out 18 conditions. The existing CUP was rescinded. She recommends adoption of the preliminary plat. All accessory structures will be removed on block 1 lot 4. There are 3 existing structures there.

P. Carlson made a motion to accept the previous testimony into the public hearing. Second by J. Johnson. R. Sanborn asked what the requirements are to address internet and phone options. K. Moen said there are not any requirements. Internet options were discussed. R. Sanborn said he would like it if they could have a developer get Internet from Midco. **Votes via roll call Ayes 5, Nays 0. Motion carried.**

M. Willcoxon opened the public hearing 7:49pm

J. Johnson made a motion to close the public hearing at 7:50pm. Second by P. Carlson. **Votes via roll call Ayes 5, Nays 0. Motion carried.**

J. Johnson said we have a lot of talented people in the community and we could have a think tank for Internet options because the Township may need to make Internet a priority. They discussed some of the options that North Branch did. B. Seekon talked about TruSpeed which is a point-to-point Internet. Internet providers were discussed. P. Carlson asked B. Seekon to contact North Branch. M. Willcoxon said they are going to do some research on Internet options. **P. Carlson made a motion to recommend approval to the Town Board of the Falcon Cliffs preliminary plat. Second by J. Johnson. Votes via roll call Ayes 5, Nays 0. Motion carried.**

31741 Foxhill Ave Complaint

S. Brooks said there was nothing that concerned them when she and B. Schule went to the property. There was a little pile by the garage which looked like toys and they did not see junk trucks. P. Carlson said he drove by the Foxhill Ave. complaints too and said that there is nothing that concerned him with any of them. No action taken or needed.



31720 Foxhill Ave Complaint

Photos were presented and they have a couple vehicles in front of the garage. B. Schule noted the property looked neat and they did not even have a leaf on the ground. No action taken or needed.

31658 Foxhill Ave Complaint

B. Schule said it is a way off of the road. They have the jeep. You can see where they have added a cover on the garage which they were asked to do. B. Schule said he does not see a major problem. P. Carlson said he saw the same thing. No action taken or needed.

The three complaints have been checked off.

Transportation Plan

J. Pelawa said he brought a potential transportation plan to the last Town Board meeting for the Board to look at and they asked that Planning look at it. There should be a draft in place for the comp plan. The Township could say that they want a road connected when it is developed. Birdie's Run has gone through a couple plans and the road should connect. He sent a map to K. Moen and she identified some remnant connection routes. This will minimize future roads that are cul-de-sacs or short. J. Pelawa asked if there are different connections the Planning Commission would like to consider. Hemingway Ave. past the Town Hall should connect further to the North, County Road 17 and other potential connecting roads were discussed. They talked about roads going through DNR land. Having the roads go through would be safer. M. Willcoxon said this will be a topic in the work session.

Developer's Agreement for Cliffs Falcon View Addition

K. Moen asked who should be the point person for developer's agreements. The Township should have a document laid out with the requests from the developer for the project. M. Willcoxon said K. Moen should take the lead on that. J. Pelawa said K. Moen would prepare the draft and the Planning Commission and J. Pelawa would look through it before sending it to the developer. J. Pelawa wanted to make sure that there is one person who is the point of contact for the Township, the final agreement will be approved by the Town Board and will be forwarded to the Planning Commission. J. Pelawa said their engineer is looking through the final edits of their site plan.

OLD BUSINESS

32050 Elk Lane Complaint

M. Willcoxon said it is still a mess. They will receive a letter and another fine.

32301 Elk Lane Complaint

P. Carlson said he does not need a letter.

Countryview Marine Update

J. Johnson said that he and P. Carlson walked the property with Dustin. They hired a private vendor to install the fence and put in vinyl strips. J. Johnson took a photo from 6' and it provides



some screening. There are also three rows of deciduous trees and the only resident near is shielded by trees. They are storing boats in the lowland which can be seen by 61. All of the trailers are for sale. They discussed ideas to make them more attractive. There is no screening on the west side. They store boats at the part that is open to the trail. They suggested a double row of conifer trees and they are willing to screen the west end with them. Dustin would like a suggestion of someone who would do that for them. There is no complaint on the south side. There are 40 yards of deciduous trees and they screen even without leaves. They complied with the letter asking him to install a fence and understood that they needed a 6' fence. The slats were a visual barrier. They discussed that everything there has to be for sale. P. Carlson said they were misled regarding the fence. They spent \$40k. They will fence the back as money allows. They will plant smaller trees that will grow up. He feels that they have made an attempt to work with us. **P. Carlson made a motion to send a letter stating that we reviewed it and we appreciate your efforts, finish your fence as money allows and plant the trees. Second by J. Johnson. Votes via roll call Ayes 5, Nays 0. Motion carried.**

5265 318th Street Complaint

It is still out of compliance and they will receive another letter and fine.

CUP Review Process

K. Moen said since last meeting, K. Wood sent her the spreadsheet. She is going to send a mailing to the IUP and CUP holders to see if they are still operating their IUP or CUP. If the Planning Commission are wanting to review them, they are going to pick a meeting to review them. We want to see which ones are still active.

Special Event Permits

K. Moen said that J. Lorr was applying for the zoning text amendment and this was another way for the dirt bike event to get approved. This is an ordinance that would allow special events. No vote is needed tonight. This would be for a one-time event.

Commercial vs Residential Citations

K. Moen said this is for the code violations. The code enforcement for commercial could be larger and she can draft up the reason. J. Johnson said the number of people could be affected and health and safety. K. Moen will follow up on a maximum fine and put it on agenda for next month. New Commercial Fining systems were discussed; safety vs visual. Fining a resident vs commercial property. Discussion took place on critical issues like health and welfare. K. Moen stated there are more codes a commercial business has to follow than residential, which is why an increase for commercial makes sense. She will put together a resolution. K. Moen will update the letters to show the fee schedule.

Comprehensive Plan Update

K. Moen shared the future land use map. They discussed the minimum RRA lot size being decreased from 5 acres to 2.5 acres. M. Willcoxon said he would like for accessory building minimums to change.



K. Moen said we would like to do some more public engagement. K. Moen said this public engagement was part of the original cost. May 19th is Spring Cleanup Day, but it is co-hosted with the City of Stacy and people are there to drop off their junk. K. Moen said they could print large format maps and the transportation maps for input so that they are aware and that they have a chance to have input. Not everyone is tech savvy and may like to see a map in person. They will have an open house on another date.

Land Use Map

Discussion took place regarding duplexes in the southwest corner, sod fields were marked high density, the business overlay district and they talked about doing a phase two on the land use map. K. Moen said that this is a long-term vision and will be discussed at the work session.

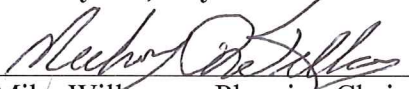
COMMISSIONER/TOWN BOARD REPORT

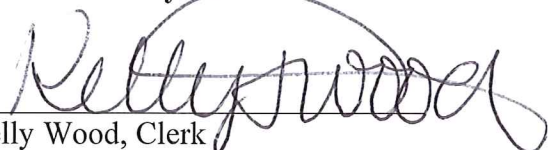
None

NEXT REGULAR PLANNING COMMISSION MEETING IS WEDNESDAY, MAY 12, 2021 AT 7:00 PM.

ADJOURN

J. Johnson made a motion to adjourn the meeting at 9:52 pm. Second by P. Carlson. Votes via roll call Ayes 5, Nays 0. Motion carried.


Mike Willcoxon, Planning Chair


Kelly Wood, Clerk

