



Approved Minutes
Planning & Zoning Commission
July 12, 2017

1. **CALL MEETING TO ORDER**

The meeting was called to order at 7:03 pm by Chairperson M. Olson.

Members Present: Chair M. Olson, Vice Chair M. Willcoxen, J. Johnson, P. Carlson

Members Absent: D. Carlson

Others Present: Planner E. Maass, Town Clerk K. Wood, 0 members of the public (signed in)

2. **PUBLIC COMMENTS** (*ITEMS NOT ON THE AGENDA*)

None

3. **ADOPT THE AGENDA**

M. Olson added rental of private homes under letter E.
He also added a discussion about temporary structures under old business.

J. Johnson made a motion to adopt the agenda. M. Willcoxen seconds. All in favor, motion carried.

4. **APPROVE THE MINUTES** of the June 14, 2017 Planning Commission Meeting

J. Johnson made a motion to approve the minutes of the June 14, 2017 Planning Commission Meeting. P. Carlson seconds. All in favor, motion carried.

5. **OLD BUSINESS**

a. 5235 Enchantment Complaint

M. Olson said that he and P. Carlson went out and looked at the property. They made a follow up call and drove by this afternoon. They said that the property looks great. A letter was sent to the property owner and he started cleaning up right away. He got rid of the cars too. K. Wood is going to send him a thank you letter.



b. Hildreth Shed

M. Olson said that it the shed that does not comply with Township standards. J. Kramer is working with the homeowner on this. J. Kramer gave the homeowner a list to bring it up to compliance. The company it was purchased from is buying the shed back and he is trading it in for a pole barn or a garage. This could take up to 30 days.

M. Willcoxon talked about temporary structures in front of the house and noted that they can be an eye sore.

J. Johnson said that they can have it up for a maximum of 12 months.

E. Maass said they could issue temporary permits for them.

P. Carlson said there is one on Grand and 360 that is pretty large. M. Olson said there is also a farmer who has one.

M. Willcoxon asked if it is something the Planning Commission should address.

P. Carlson stated that they are enforcing nice pole buildings, but not enforcing these.

M. Willcoxon said it is something they should look at it in the future. He would like to prevent them from being in front of the house.

6. NEW BUSINESS

a. Public Hearing: Text Amendment for Accessory Buildings

M. Olson opened the public hearing at 7:21 pm

No public comments

M. Olson closed public hearing at 7:22 pm

This topic was discussed at the previous meeting with a unanimous vote to recommend Board approval.

b. CUP – Welschen

E. Maass presented the CUP materials.

The previous CUP allowed for 25 horses.

E. Maass noted that the property owner has a good manure and setback plan.



M. Olson said that he does not have any concerns with this.

There will be a public hearing at the August Planning Commission meeting.

c. 31841 Frontier Ave Complaint

The Planning Commission looked at the photos and read the complaint.

E. Maass is going to write a letter to the homeowner.

d. 6040 340th Street

A Sheriff Deputy stopped by the office because a renter called the Sheriff due to her water being shut off by her landlord. The Sheriff Deputy asked the Clerk if the Township allows people to reside in accessory buildings. He was told that it is not allowed. The Deputy went back out to the property and the renter had moved out so he did not write up a report.

J. Johnson said we have an ordinance saying that people cannot live in a pole building.

E. Maass is going to send a letter to the property owner making them aware of the Township's ordinance.

e. Rental of Private Homes

M. Olson said that we do not have an ordinance regarding rental properties. Linwood Township is currently addressing this.

E. Maass said that it is not uncommon to have something in writing for safety reasons.

P. Carlson said that he does not think there are enough rentals in the Township to make it worth it.

M. Olson and P. Carlson said that we should stay out of it. This is more of a public welfare issue.

M. Willcoxon asked who normally monitors this. E. Maass said that normally it is the City or Housing Authority.

E. Maass is going to email T. Guy to see if the County would get involved with this.



7. COMMISSIONER/TOWN BOARD REPORT

None

8. NEXT REGULAR PLANNING COMMISSION MEETING IS AUGUST 9, 2017 AT 7:00 PM.

9. ADJOURN

M. Willcoxon made a motion to adjourn the meeting at 8:02 pm. J. Johnson seconds.
All in favor, motion carried.

A handwritten signature in black ink, appearing to read "Mike Olson", written over a horizontal line.

Mike Olson, Chair

A handwritten signature in black ink, appearing to read "Kelly Wood", written over a horizontal line.

Kelly Wood, Clerk

