

Concord Town Planning Committee Agenda/Minutes 2015

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January 27, 2015 Agenda

TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
TUESDAY
January 27, 2015

LOCATION: TOWN OF CONCORD COMMUNITY CENTER
W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M.

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from December 16, 2014
4. Kyle Webb, N5271 CTH-P, is requesting a conditional use permit for a home occupation to operate an auto body repair shop on his property.
5. Susan Kane, 7522 Lincoln Place, Wauwatosa, is requesting review and approval of a preliminary CSM to create a 19.61 acre A-1 parcel and a 17.98 acre A-1 parcel from from a 32.4 acre parent parcel # 006-0716-0931-000 (N6638 & N6675 CTH-E)
6. New business
7. Adjournment

There may be at least two town board supervisors in attendance.

January 27, 2015 Minutes

**TOWN OF CONCORD PLAN COMMISSION MINUTES
January 27, 2015**

The meeting was called to order at 7:00 p.m. with Jim Gilbert, Lloyd Zastrow, Sally Williams, Carole Hoffmeister , and Laura Callison present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gilbert made a motion to approve the minutes from the December 16, 2014 meeting seconded by Carole Hoffmeister. Motion passed.

1. Kyle Webb, N5271 CTH-P, requested a conditional use permit for a home occupation to operate an auto body repair shop on his property. The business would include restoration, rust & collision repair of tractors, equipment, trucks, cars, recreational vehicles, etc. He is proposing to use a 50' x 48' portion of an existing building on his property. Proposed hours of operation are M-F 8am - 5pm, Sat 8am - 12pm. Sally Williams stated that according to the Town of Concord Comprehensive Land Use Plan, the business should comply with the Home Occupation guidelines in the 2006 Jefferson County Zoning rather than the current zoning guidelines which allow up to 4 employees who reside off-site. Based on 2006 guidelines, Kyle would be allowed 1 off-site employee. Jim Gilbert motioned to recommend approval of the conditional use permit, seconded by Laura Callison. Motion passed.

2. Susan Kane, 7522 Lincoln Place, Wauwatosa, requested review and approval of a preliminary CSM to create a 19.61 acre A-1 parcel and a 17.98 acre A-1 parcel from a 32.4 acre parent parcel # 006-0716-0931-000 (N6638 & N6675 CTH-E). The proposed parcels are naturally divided by CTH-E. Sally Williams made a motion to recommend approval of the split, seconded by Jim Gilbert. Motion passed.

Sally Williams made a motion to adjourn, seconded by Jim Gilbert. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

March 24, 2015 Agenda

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
TUESDAY
March 24, 2015**

LOCATION: TOWN OF CONCORD COMMUNITY CENTER
W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M.

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from January 27, 2015
4. Prospective property owner, Mark Jonas, Dousman, is requesting a conditional use permit to operate a dog kennel/training facility at N5150 Inlynd Dr.
5. Prospective property owner is requesting a conditional use permit to store fireworks at a 6 acre site in the hamlet west of 1342 CTH-B. Parcel #006-0716-1641-003, zoned Commercial.
6. New business
7. Adjournment

There may be at least two town board supervisors in attendance.

March 24, 2015 Minutes

**TOWN OF CONCORD PLAN COMMISSION MINUTES
March 24, 2015**

The meeting was called to order at 7:00 p.m. with Jim Gilbert, Lloyd Zastrow, Sally Williams, Carole Hoffmeister , and Laura Callison present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Laura Callison made a motion to approve the minutes from the January 27, 2015 meeting seconded by Carole Hoffmeister. Motion passed.

1. Mark Jonas, Dousman, addressed the board regarding a proposal to operate a dog kennel/ training facility at N5150 Inlynd Dr. The property is for sale and he would like to purchase it if approval is given to operate a kennel. He is proposing to board/ train up to 15 dogs at a time. He would not live at the property and would bring the dogs onto the property for training. He would train 5-6 days a week from 8am to 6pm. The dogs would wear bark collars during training; he would use a 22 and indicated there may be up to 100 shots fired per day. In addition to Mr. Jonas, a trainer and 2-3 other employees would be on site each day. Dog owners may be on site at times as well.

Four neighbors from adjoining properties (N5149, N5127, & N5045 Inlynd Dr, and W420 Hwy 18) attended the meeting. All spoke in opposition to the proposal citing concerns with increased traffic, and noise from barking dogs and shooting.

Due to the opposition from neighboring properties, Mr. Jonas withdrew his request.

2. The prospective property owner requesting a conditional use permit to store fireworks at a 6 acre site in the hamlet west of 1342 CTH-B. (parcel #006-0716-1641-003) did not attend the meeting to present his request - no action was taken.

Jim Gilbert made a motion to adjourn, seconded by Laura Callison. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

April 28, 2015 Agenda

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
TUESDAY
April 28, 2015**

LOCATION: TOWN OF CONCORD COMMUNITY CENTER
W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M.

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from March 24, 2015
4. John & Allie Simon, N7018 County Rd. E, are requesting a variance to allow them to live in the existing home on their property while they build a new home on the same property.
5. Discuss Town ordinance for use of road right-of-way
6. New business
7. Adjournment

There may be at least two town board supervisors in attendance.

April 28, 2015 Minutes

**TOWN OF CONCORD PLAN COMMISSION MINUTES
April 28, 2015**

The meeting was called to order at 7:00 p.m. with Jim Gilbert, Lloyd Zastrow, Sally Williams, Carole Hoffmeister , and Laura Callison present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Carole Hoffmeister made a motion to approve the minutes from the March 24, 2015 meeting seconded by Jim Gibert. Motion passed.

1. John & Allie Simon, N7018 County Rd. E requested a variance to allow them to live in the existing home on their property while they build a new home on the same property. Jim Gilbert moved to recommend approval of the variance with the stipulation that the existing home be torn down within one year of issue of the occupancy permit for the new home.
2. The commission discussed the development of an ordinance governing work done in the Town road rights-of-way. The ordinance should address the following:
 - The property on which the Town road rights-of-way lie is owned by the Town
 - A map is available from the Town clerk indicating the extent of the right-of way along each town road
 - Any disturbance, alteration, digging, planting, or landscaping of any kind in the road right-of-ways is to be prohibited unless the property owner adjacent to the right-of-way receives permission for such work from the Town board.
 - If a private property owner is responsible for any alteration of the property within a Town road right-of-way without the permission of the Town board, and the alteration is deemed hazardous by the Town board, the property owner will be given 30 days to remove the hazard or alter it to the town's specifications. Such work would be at the expense of the property owner. If the hazard is not remedied by the property owner within the specified time period, the Town would rectify the situation at the property owner's expense.

The secretary will draft a right-of way ordinance to address the above issues for discussion at the next meeting.

Jim Gilbert made a motion to adjourn, seconded by Carole Hoffmeister. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

May 26, 2015 Agenda

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
TUESDAY
May 26, 2015**

LOCATION: TOWN OF CONCORD COMMUNITY CENTER
W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M.

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from April 28, 2015
4. Discuss Town ordinance for use of road right-of-ways
5. New business
6. Adjournment

There may be at least two town board supervisors in attendance.

May 26, 2015 Minutes

TOWN OF CONCORD PLAN COMMISSION MINUTES

May 26, 2015

The meeting was called to order at 7:00 p.m. with Jim Gilbert, Lloyd Zastrow, Sally Williams, Carole Hoffmeister , and Laura Callison present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gibert made a motion to approve the minutes from the April 28, 2015 meeting seconded by Carole Hoffmeister. Motion passed.

The Plan commission discussed the development of an ordinance governing work done in the Town road rights-of-way. Secretary Sally Williams presented 2 ordinance drafts for consideration. After discussion, it was decided that the secretary would incorporate agreed upon changes and produce a final draft to be discussed at the June meeting.

Jim Gilbert made a motion to adjourn, seconded by Laura Callison. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

June 23, 2015 Agenda

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
TUESDAY
June 23, 2015**

LOCATION: TOWN OF CONCORD COMMUNITY CENTER
W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M.

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from May 26, 2015
4. Tom Dehnert, W771 CTH-B, is requesting review and approval of a preliminary CSM to create (2) 1 acre A-3 lots, (1) 2.2 acre farm consolidation parcel, and (1) 15.37 acre Natural Resource parcel from a 56.5 acre parent parcel. (parcel nos. involved in split are 006-0716-1421-001 & 006-0716-1424-000)
5. Discuss Town ordinance for use of road right-of-ways
6. New business
7. Adjournment

There may be at least two town board supervisors in attendance.

June 23, 2015 Minutes

TOWN OF CONCORD PLAN COMMISSION MINUTES

June 23, 2015

The meeting was called to order at 7:00 p.m. with Jim Gilbert, Lloyd Zastrow, Sally Williams, Carole Hoffmeister , and Laura Callison present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gibert made a motion to approve the minutes from the May 26, 2015 meeting seconded by Laura Callison. Motion passed.

Tom Dehnert, W771 CTH-B, presented a preliminary CSM to create (2) 1 acre A-3 lots, (1) 2.2 acre farm consolidation parcel, and (1) 15.37 acre Natural Resource parcel from a 56.5 acre parent parcel. (parcel nos. involved in split are 006-0716-1421-001 & 006-0716-1424-000). Jim Gilbert made a motion to recommend approval of the CSM as presented, seconded by Carole Hoffmeister. Motion passed.

The draft of an ordinance governing work done in the Town road rights-of-way was reviewed and finalized with minor changes. The ordinance will be considered for approval at the Town board meeting on July 13.

Jim Gilbert made a motion to adjourn, seconded by Laura Callison. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

July 28, 2015 Agenda

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA**

TUESDAY

July 28, 2015

LOCATION: TOWN OF CONCORD COMMUNITY CENTER
W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from June 23, 2015
4. Thomas Anfang, N4589 Pioneer Dr., is requesting review and approval for the following preliminary CSMs:
 - To create (4) 2 acre A-3 parcels from A-1 parcel # 006-0716-3211-001 on the northeast corner of Pioneer Dr. and Rocky Ln.
 - To create (1) 6 acre A-3 lot and (1) 10.7 acre Natural Resource parcel from a 40 acre A-1 parent parcel # 006-0716-3214-000 south of Rocky Ln.
 - To create (1) 3 acre A-3 farm consolidation parcel at N5207 Pioneer Dr. from A-1 parcel #s 006-0716-3212-001 & 006-0716-3213-000.
5. Earl & Leona Curran, N6122 Grey Fox Tr., are requesting review and approval of a preliminary CSM to create a 3.23 acre R-2 parcel with existing residence and a 2.0 acre R-2 vacant lot from a 5.23 acre R-2 parcel #006-0716-1534-003.
6. Jeff & Sandy Leverenz are requesting approval for the following:
 - To create a 2 acre farm consolidation parcel from a 22 acre A-1 parent parcel at W346 Concord Center Dr., # 006-0716-1334-000.
 - To create a 5 acre farm consolidation parcel at W158 Concord Center Dr., a 2 acre A-3 lot, and a 1.5 acre A-3 lot

from 50 acre A-1 parent parcel #s 006-0716-1344-002 & 006-0716-1343-000.

7. Potential buyer for 6 acre Community zoned parcel #006-0716-1641-003 on the NW corner of CTH-F & CTH-B is requesting a conditional use permit for boat storage
8. New business
9. Adjournment

There may be at least two town board supervisors in attendance.

July 28, 2015 Minutes

TOWN OF CONCORD PLAN COMMISSION

MEETING AGENDA

TUESDAY

July 28, 2015

LOCATION: TOWN OF CONCORD COMMUNITY CENTER
W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M.

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from June 23, 2015
4. Thomas Anfang, N4589 Pioneer Dr., is requesting review and approval for the following preliminary CSMs:
 - To create (4) 2 acre A-3 parcels from A-1 parcel # 006-0716-3211-001 on the northeast corner of Pioneer Dr. and Rocky Ln.
 - To create (1) 6 acre A-3 lot and (1) 10.7 acre Natural Resource parcel from a 40 acre A-1 parent parcel # 006-0716-3214-000 south of Rocky Ln.
 - To create (1) 3 acre A-3 farm consolidation parcel at N5207 Pioneer Dr. from A-1 parcel #s 006-0716-3212-001 & 006-0716-3213-000.
5. Earl & Leona Curran, N6122 Grey Fox Tr., are requesting review and approval of a preliminary CSM to create a 3.23 acre R-2 parcel with existing residence and a 2.0 acre R-2 vacant lot from a 5.23 acre R-2 parcel #006-0716-1534-003.
6. Jeff & Sandy Leverenz are requesting approval for the following:
 - To create a 2 acre farm consolidation parcel from a 22 acre A-1 parent parcel at W346 Concord Center Dr., # 006-0716-1334-000.

- To create a 5 acre farm consolidation parcel at W158 Concord Center Dr., a 2 acre A-3 lot, and a 1.5 acre A-3 lot from 50 acre A-1 parent parcel #s 006-0716-1344-002 & 006-0716-1343-000.

7. New business

8. Adjournment

There may be at least two town board supervisors in attendance.

August 25, 2015 Agenda

TOWN OF CONCORD PLAN COMMISSION MEETING AGENDA

TUESDAY, August 25, 2015

LOCATION: TOWN OF CONCORD COMMUNITY CENTER

W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from July 28, 2015
4. The Boat House, a potential buyer for 6 acre Community zoned parcel #006-0716-1641-003 on the NW corner of CTH-F & CTH-B, is requesting a conditional use permit to operate a boat storage facility.
5. Ted and Becky Mueller are requesting review and approval of a 3-5 acre farm consolidation at W2027 Church Dr.
6. Review Road right-of-way Ordinance.
7. New business
8. Adjournment

There may be at least two town board supervisors in attendance.

August 25, 2015 Minutes

TOWN OF CONCORD PLAN COMMISSION MINUTES

August 25, 2015

The meeting was called to order at 7:00 p.m. with Jim Gilbert, Lloyd Zastrow, Sally Williams, Carole Hoffmeister, and Laura Callison present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gilbert made a motion to approve the minutes from the July 28, 2015 meeting seconded by Carole Hoffmeister. Motion passed.

Item 1: The Boat House, represented by realtor Pete Gross and sales manager Dick Haeckel, requested review of a proposal to obtain a conditional use permit for boat storage on a 6 acre Community zoned parcel #006-0716-1641-003 at the NW corner of CTH-F & CTH-B.

Proposal:

Request conditional use permit for “business services”

Operation – inside boat storage and new boat/ motor rigging facility

Structures: (5) 81wide x 148 long x 28 high Cleary buildings. Each building could house 40-50 boats. In the future, one building would have a concrete floor and be used as a rigging facility. At that time septic and bathroom would be installed.

Customers would not be received at the facility; boats to be stored would be transported to & from the site by Boat House employees. High volume times would be from April 1 to June 1 when boats are moved out of storage and again from Sept. 15 to Nov. 1 when boats are moved into storage. Initially no employees would remain onsite. When the business expands to include the rigging facility, there would be employees onsite during business hours.

Landscaping – evergreens will be placed along the front of the lot facing CTH-B and along the west of the lot to provide a “green screen.” (see site plan)

Driveway access is from Hwy B and facility will have a locked gate. A security fence will be installed along the front of the property inside the evergreen landscaping. (see site plan)

Complete property will be set up for water run off through engineered plans (Lake Country Engineering)

There is to be no outside storage of any equipment or boats. Landscaping and property are to be maintained in a professional manner. Color of buildings should be “earth tones” such that they will blend in better with surroundings.

Jim Gilbert made a motion to recommend approval of the above proposal, seconded by Carole Hoffmeister. Motion passed.

Item 2: Ted and Becky Mueller requested review and approval of a 3-5 acre farm consolidation at W2027 Church Dr. They would like to create an approximately 2.5 acre A-3 lot from a 54 acre A-1 parent parcel. Sally Williams made a motion to recommend approval of the farm consolidation, seconded by Laura Callison. Motion passed.

Item 3: Review Road right-of-way Ordinance. The Plan Commission approved a draft of the Right-of-way Ordinance on June 23, 2015. This draft will be sent to the Town Board for approval at the September meeting.

Jim Gilbert made a motion to adjourn, seconded by Laura Callison. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary