

MINUTES of the JOINT MEETING of the PLAN COMMISSION and TOWN BOARD

Wednesday, March 6, 2023

St. Joseph Town Hall / Online

CALL TO ORDER by Chair Anton Rang at 6:30 pm

STATEMENT OF PUBLIC NOTICE read by Chair Rang

ROLL CALL: Chair Anton Rang, Erik Lorenz, Dave Lallier, Chris Matter, John Ringhofer, Laurie DeRosier, Theresa Johnson, Craig Sykora, Rick Caruso; Online: Carol Loncar

PLEDGE OF ALLEGIANCE recited

ADOPTION OF AGENDA: **MOTION** to adopt the agenda (Ringhofer/Lorenz). **Motion carried.**

APPROVAL OF PRIOR MEETING MINUTES: **MOTION** to approve the meeting minutes for February (Lorenz/Matter). **Motion carried.** John Ringhofer and Carol Loncar did not vote as they were not in attendance for the entire meeting.

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION and/or ACTIONS BY COMMISSION:

1. Temporary structure & commercial tent ordinance — review of attorney comments: Anton Rang discussed the comments on the proposed ordinance. Discussed the temporary structure must be 10 feet away from the permanent structure so as not to attach to the permanent structure. Discussed the need for a permit for taking a temporary tent down. Discussed the fee amount. **MOTION** to recommend to the Board to adopt the temporary structure and commercial tent ordinance based on the version returned from the attorney (Ringhofer/Matter). Discussion followed regarding need for this ordinance and what prompted this ordinance. **Motion carried.** **MOTION** to recommend to the Board for the Temporary Structure and Commercial Tent Ordinance fee of a \$50 permit fee plus a \$65 inspection fee (Ringhofer/Matter). Discussion followed. **Motion carried.**
2. Town Hall building — design review, including checklist: Theresa Johnson discussed the checklist, signage, parking, lighting, and generator. **MOTION** to recommend to the Board to approve the Design Standards and Guidelines Assessment for the Town Hall Building at 1337 County Road V, Hudson, WI (Ringhofer/Matter). **Motion carried.**
3. Ordinance reviews in progress.
 - Chapter 14, emergency government — on hold until after April. Will be presented to the Plan Commission in April.
 - Chapter 114, intoxicating liquor and fermented malt beverages — waiting on State changes.
 - Chapter 149, roads, driveways, etc. — waiting on Stantec for cluster mailbox wording.
 - Chapter 160, snow & ice removal: Carol Loncar made additions. Discussed changes to be made. **MOTION** to recommend to the Board the adoption of the revision to Chapter 160 as amended at our meeting tonight (Rang/Loncar). **Motion carried.**
 - Chapter 170, zoning — site plan changes & parking changes. Chris Matter discussed the changes made, insertion of site plan language. Rick Caruso discussed the parking requirements. Theresa Johnson will work on definitions. Anton Rang will revise the document.
 - Chapter A200, cable television franchise — waiting on attorney.
 - Chapter A202, gas franchise — waiting on attorney.
4. Next set of ordinance reviews to assign.

- Chapter 57, volunteer funds: John Ringhofer will work on this Chapter.
- Chapter 98, public entertainment: Carol Loncar will work on this Chapter.
- Chapter 141, public parking lots & boat launches: Erik Lorenz will work on this Chapter.
- Chapter 162, solid-fuel-fired heating devices: John Ringhofer will work on this Chapter.
- Chapter 163, solid waste: Rick Caruso will work on this Chapter.

5. Standing items.

- 5a. Review of budget; updates from county; update on complaints: Budget was reviewed. Discussed the County status. Discussed the complaints (CUP, junkyards, illegal fires) in the Town.

RECOMMENDATIONS TO TOWN BOARD: Temporary Structure, Town Hall Building, Chapter 160

ITEMS FOR NEXT AGENDA: Ordinances that carry over

ITEMS FOR TOWN BOARD AGENDA: Chapter 160, Temporary Structure, Town Hall Building

ADJOURNMENT: **MOTION** to adjourn at 9:17 pm (Ringhofer/Lorenz). **Motion carried.**

Minutes submitted by Teri Kelly