

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

Wednesday, May 1, 2024

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, Chris Matter, Carol Loncar, Erik Lorenz, Craig Sykora, Dave Lallier, Rick Caruso, Justin Kruse-Online

PLEDGE OF ALLEGIANCE recited

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

APPROVAL OF PRIOR MEETING MINUTES: **MOTION** to approve the Minutes from the April Meeting (Caruso/Matter). **Motion carried.**

PUBLIC COMMENTS: Laurie DeRosier stated the minutes are not updated on the website. She also stated the posted minutes from the November 2023 meeting appear to be incorrect.

ITEMS FOR DISCUSSION and/or ACTIONS BY COMMISSION

1. CSM — Steve Vader, 360 144th Ave., 030-1040-80-150: Doug Zahler discussed the CSM, provided a new Certified Survey Map and a map of the setbacks. **MOTION** to recommend to the Town Board approval of the CSM for Steve Vader at 360 144th Avenue, 030-1040-80-150 and 030-1040-80-200 (Rang/Lorenz). **Motion carried.**
2. Waiver — Artisan Farms, 603 County Road E, 030-1014-10-030: Doug Zahler discussed the need for the driveway waiver. Discussed the grade requirements. **MOTION** to recommend to the Town Board approval of the waiver of Town driveway requirements in particular allowing a driveway slope of 10% for the property at 603 County Road E, 030-1014-10-030 (Rang/Caruso). **Motion carried.**
3. Committee membership — resignation, new opening for alternate: Anton discussed the resignation and asked if there are any potential members. Discussed the voting procedure for future members. Clerk will post on the website and at the Town Hall.
4. Ordinance reviews in progress.
 - Chapter 57, volunteer funds. (Need to reassign.): Carol Loncar will work on this ordinance.
 - Chapter 98, public entertainment: Carol Loncar discussed the suggested changes to this ordinance. Discussed changing Outdoor Theaters to Venue or adding venue. Will need a definition for venue.
 - Chapter 114, intoxicating liquor and fermented malt beverages. Clerk will review the violations and penalties requirements. **MOTION** to forward Chapter 114 Intoxicating Liquor and Fermented Malt Beverages as amended to the Town Board for their consideration (Rang/Matter). **Motion carried.**
 - Chapter 141, public parking lots & boat launches: Erik Lorenz stated there were no changes at this time. Discussed the Perch Lake boat launch and need to keep this ordinance.
 - Chapter 149, roads, driveway, etc. — discuss driveway slopes: Clerk will request this information from Stantec and Public Works about cluster mailboxes. Discussed the driveway slopes.
 - Chapter 162, solid-fuel-fired heating devices. (Need to reassign.): Craig Sykora will work on this ordinance.
 - Chapter 163, solid waste: Rick Caruso reviewed the ordinance and discussed the potential changes. Suggested the Commission review County code ordinance 21.

- Chapter 170, zoning — review of site plan changes & parking changes.
5. Next set of ordinance reviews to assign.
 - Chapter 74, activities on town property: Rick Caruso will work on this ordinance.
 - Chapter 84, outdoor burning: Chris Matter will work on this ordinance.
 - Chapter 104, fireworks: Erik Lorenz will work on this ordinance.
 - Chapter 123, lakes & waterways: Chris Matter will work on this ordinance.
 - Chapter 130, mobile homes & mobile home parks: Anton Rang will work on this ordinance, with the Clerk.
 6. Ordinance reviews on hold.
 - *Chapter 14, emergency government — on hold until after April.*
 - *Chapter 149, roads, driveways, etc. — waiting on Stantec for cluster mailbox wording.*
 - *Chapter A200, cable television franchise — waiting on attorney.*
 - *Chapter A202, gas franchise — waiting on attorney.*
 7. Standing items.
 - 7a. Review of budget; updates from county; update on complaints: None at this time.

RECOMMENDATIONS TO TOWN BOARD: CSM-Vader, Waiver-Artisan Farm, Chapter 114-Intoxicating Liquor

ITEMS FOR NEXT AGENDA: carry forward ordinances for discussion, committee membership

ITEMS FOR TOWN BOARD AGENDA

ADJOURNMENT: **MOTION** to adjourn at 7:49 pm (Caruso/Loncar). **Motion carried.**

Minutes submitted by Teri Kelly.