

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

Wednesday, October 2, 2024

St. Joseph Town Hall / Online

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

STATEMENT OF PUBLIC NOTICE read by Chair Anton Rang

ROLL CALL: Chair Anton Rang, Chris Matter, Carol Loncar, Craig Sykora, Dave Lallier. Not Present: Erik Lorenz,

PLEDGE OF ALLEGIANCE recited

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

APPROVAL OF PRIOR MEETING MINUTES: **MOTION** to approve the Meeting Minutes from September 4, 2024 (Loncar/Lallier). **Motion carried.**

PUBLIC COMMENTS: None.

ITEMS FOR DISCUSSION and/or ACTIONS BY COMMISSION

CSM — 20th Street / Heritage Trail, 030-2033-50-001: Doug Zahler discussed the CSM, map, lots, driveways, lot numbering, ordinance changes, the bike trail near the property. Read email from Greg Stark, adjacent landowner: “My name is Greg Stark, I own Lot 13 in Settlers Glen. I am not against the subdivision. My only concern would be water runoff from parcel 2 that would possibly go through my yard. I would like to know that it would be considered before they build on the property. Thanks, Greg Stark.” **MOTION** to make a recommendation to the Town Board to approve the Certified Survey Map application for a minor subdivision under Michael Leverty for the Parcel ID 030-2033-50-001 (Matter/Loncar). **Motion carried.**

1. Ordinance reviews in progress.

- Chapter 68, assemblies; including review of application form: Carol Loncar discussed prior changes. Will further amend for discussion at the next meeting.
- Chapter 123, lakes & waterways: Chris Matter discussed the potential updates to this ordinance. Will move the definitions to the top of the ordinance; add purpose for the Perch Lake area, add snowmobiles, definition for snowmobiles. This will be brought back to the next meeting.
- Chapter 130, mobile homes & mobile home parks. Teri will bring this to the next meeting.
- Chapter 167, short-term rentals (make consistent with 170): Theresa Johnson discussed the changes in the terms single-family dwellings and secondary dwellings. **MOTION** to recommend to the Town Board approval of the revisions to Chapter 167 and Chapter 170 with the addition of modification in Section IV-F that the refuse directions and recycling directions be posted inside both dwellings if applicable (Rang/Loncar). **Motion carried.**
- Chapter 170, zoning (make consistent with 167). Motion made with Chapter 167.
- Chapter 176, transient merchants (severability clause). **MOTION** to recommend to the Town Board approval of the change to Chapter 176 Transient Merchants adding the severability clause (Rang/Kruse). **Motion carried.**
- Chapter 6, citations: Theresa Johnson discussed the changes to Chapter 6 Citations. This ordinance will be reviewed to double check the fine amounts. Will bring back to the next meeting.

2. Standing items.

2a. Review of budget; updates from county; update on complaints. Reviewed CUP received from County.

3. Date of next meeting: November 6, 2024

RECOMMENDATIONS TO TOWN BOARD: Levery CSM, Chapter 167 Short-Term Rental Licensing; Chapter 170 Zoning; Chapter 176 Transient Merchants.

ITEMS FOR NEXT AGENDA: Citations; Lakes, Waterways; Mobile Homes

ADJOURNMENT: **MOTION** to adjourn at 7:54 pm (Loncar/Matter). **Motion carried.**

Minutes submitted by Teri Kelly.