

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

Wednesday, May 7, 2025

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, Rick Caruso, Justin Kruse;
Not present: Craig Sykora, Joanne Kocik, Dave Lallier

PLEDGE OF ALLEGIANCE recited

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

APPROVAL OF PRIOR MEETING MINUTES: **MOTION** to approve the Minutes from April 2, 2025 (Matter/Caruso). **Motion carried.**

PUBLIC COMMENTS: Doug Zahler introduced Mark McClenathan; and requested the Plan Commission work on Chapter 168 for updating. Laurie DeRosier asked the Plan Commissioner to look into General Code as several of the updated ordinances are still under “new” and it is confusing to search for something.

ITEMS FOR DISCUSSION and/or ACTIONS BY COMMISSION

1. **PUBLIC HEARING** for Conditional Use Permit (secondary dwelling) — 717 Terrier Lane, Somerset, 030-1072-50-000; William Defiel, Alex Rome: Chair Anton Rang opened the public hearing. Alex Rome was present to discuss the CUP and the location of the secondary dwelling. Discussed the lighting, which will be only over the doors per requirements. Chris Matter mentioned the renewal in 2 years. Discussion followed regarding having the renewal come through the Plan Commission and the length. **MOTION** to approve the Conditional Use Permit at 717 Terrier Lane with a condition for renewal by the end of June 2028 (Caruso/Loncar). Discussion followed. **AMEND MOTION** to include all of the conditions laid out in the Staff Report 1, 2, and 3 (Caruso/Loncar). **Motion carried.**
2. CSM for Minor Subdivision — 136 County Road E, Houlton, 030-2043-40-001; Joseph Kiesling: Mark McClenathan was present to discuss the CSM for Joseph Kiesling. Discussed the conditions outlined in the Staff Report. Discussed the potential bike path in that area. **MOTION** to recommend to the Town Board the approval of the CSM for Joseph Kiesling, 136 County Road E, Houlton, PID: 030-2043-40-001 (Kruse/Lorenz). **Motion carried.**
3. CSM for Minor Subdivision — 1224 Bass Lake Road, Hudson, 030-2011-90-400; Jeremy McKean: Mark McClenathan was present to discuss the CSM for Jeremy McKean. Discussed the open space and if anything needs to happen with that space. **MOTION** to recommend to the Town Board the approval of the CSM for 1224 Bass Lake Road, Hudson, PID: 030-2011-90-400 as presented (Kruse/Rang). Discussion followed. **AMEND MOTION** to include that the proposal to the Town Board will include the driveway for Lot 4 and the amended open space (Kruse/Rang). **Motion carried.**
4. Ordinance reviews.
 - 4a. Chapter 156, signs: Discussed the updates to the sign ordinance. **MOTION** to recommend to the Town Board Chapter 156 Signs for approval or forwarding to the attorney at their discretion (Caruso/Matter). **Motion carried.**
5. Standing items: Review of budget; updates from county; update on complaints: Reviewed the budget, discussed the county zoning update. No complaints at this time.

RECOMMENDATIONS TO TOWN BOARD: CUP-Defiel, CSM-Kiesling, CSM-McKean, revised Chapter 156 Signs

ADJOURNMENT: **MOTION** to adjourn at 7:27pm (Loncar/Kruse). **Motion carried.**

Minutes submitted by Teri Kelly.