

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

Wednesday, October 1, 2025

St. Joseph Town Hall / Online

Call to Order by Chair Anton Rang at 6:32 pm

Statement of Public Notice read by Chair Rang

Roll Call & Quorum: Chair Anton Rang, Carol Loncar, Chris Matter, Craig Sykora, Rick Caruso, Joanne Kocik. Online: Justin Kruse. Not present: Erik Lorenz, Dave Lallier

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 prior meeting minutes from September (Loncar/Sykora). **Motion carried.**

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION and/or ACTIONS BY COMMISSION

1. Conditional Use Permit for 1219 Rolling Hills Trail, parcel 030-1097-20-000; secondary dwelling.
 - 1a. Public Hearing: Casey Guinn was present to discuss the CUP. **MOTION** to recommend to the Board for a Conditional Use Permit for 1219 Rolling Hills Trail, PID: 030-1097-20-000 for the secondary dwelling and including the staff recommended conditions: (1) all outstanding items in the Staff Report are resolved by the applicant prior to the issuance of the Conditional Use Permit; (2) all necessary permits are secured from the proper entities; (3) all Town of St. Joseph Zoning Ordinance requirements are met; (4) all extraterritorial, objecting, and/or approving agency requirements are met, including the St. Joseph Fire Department; (5) the permit should include the conditions that (a) short-term rental of the secondary dwelling unit is strictly prohibited without a Short-Term Rental License is obtained from the Town; (b) the implementation of the site plan must adhere to what was approved as part of the Conditional Use Permit application and the Town Board decisions; (c) any changes would require an amendment to the Conditional Use Permit; (d) operations on site must adhere to what was approved as part of the Conditional Use Permit application and Town Board decisions; (e) any changes require an amendment to the Conditional Use Permit; and (f) the Conditional Use Permit must be renewed at the October 2027 Plan Commission and Town Board meetings (Loncar/Matter). **Motion carried.**
2. Final Plat for Saint Croix Crossing, adjacent to 1251 Highway 35; parcels 030-2044-70-002, 030-2044-80-000, 030-2064-50-000, 030-2064-60-101, 030-2064-70-101. Louie Filkins was present to discuss the Final Plat. **MOTION** to recommend to the Town Board approval of the Final Plat for Saint Croix Crossing, PIDs 030-2044-70-002, 030-2044-80-000, 030-2064-50-000, 030-2064-60-101, 030-2064-70-101, subject to final approvals by the Town Attorney of the protective covenants and bylaws and any other engineering recommendations, including bypass lane striping, shoulders restoration, WisDOT confirmation that work is acceptable on the highway, and the recommendation and interim shouldering to the level of the base course, street sign installation, driveway grade corrections prior to recording the plat (Rang/Sykora). **Motion carried.**

3. Discussion of potential CAFO operations ordinance. Carol Loncar drafted a CAFO Ordinance based on the Trade Lake Ordinance. Reviewed red-lined draft, discussion followed. Peg Audley, resident, stated she would be willing to assist the Plan Commission with any research needed. Discussed the environmental impact and other dangers. Sue Curtis, resident, stated that there are some preventative measures that can be taken to reduce nitrates, etc., for example, monitoring well. Discussed a moratorium as well as having experts who have more knowledge about CAFOs perform the research and drafting. Carol will work on a moratorium draft and Chris Matter will work on the second round of the ordinance.
4. 2026 Budget: Discussed the comprehensive plan needs (demographics) and costs; discussed the 2026 Budget items.
5. Standing items: Review of budget; updates from county; update on complaints: No updates from the County. No updates on complaints.

RECOMMENDATIONS TO TOWN BOARD: CUP-1219 Rolling Hills approval recommendation, Final Plat-Saint Croix Crossing approval recommendation, budget recommendation.

ITEMS FOR NEXT AGENDA: CAFO Ordinance

ITEMS FOR TOWN BOARD AGENDA: CUP and Final Plat

ADJOURNMENT: **MOTION** to adjourn at 8:20 pm (Loncar/Kocik). **Motion carried.**

Minutes submitted by Teri Kelly.