

## **PLAN COMMISSION MEETING MINUTES of February 5, 2024**

The meeting was called to order @ 6:30pm and roll call was taken. Present were Chairman Kuehnl, Commissioners Wilde, Jack, Kunde & Gorr, ZA McNamee, Secretaries Brazee and Starr and 11 others were in attendance.

**APPROVAL OF MINUTES:** Chairman Kuehnl requested approval of the minutes for the meeting of December 18, 2023. Motion to approve by Jack/seconded by Kunde. Motion carried.

### **DISCUSSION ON THE FOLLOWING:**

CSM application for Cowling Properties LLC/026-053401: ZA McNamee explained that the property is owned by brothers and they are looking to split the parcel. There is a shared easement to access the back parcel. Kuehnl questioned the shared easement. The landowners have an agreement. According to the ZA the county will not grant easement off of Cty Rd A at this time. Kunde asked if the shared easement has been filed with the county and Brazee said that they were going to file with the county. **A motion was made by Kunde to approve the CSM with understanding that the easement will be filed with the county/seconded by Wilde. Motion carried.**

CUP for Atlas Capital, LLC/Acton Academy, parcel# 026-0524: ZA McNamee explained that after meeting with the board he understands that a CUP is appropriate for the school; A2 subsection C (2) that conditional uses are applicable under R1 conditions. R1 conditional uses include schools.

Town Chairman Don O'Connell was present and interjected stating that the board is looking for recommendations from the PC. He went over the standards for conditional uses as outlined in the town's code of ordinances. The standard conditions are a general guideline and can have stipulations that pertain to the specific establishment. O'Connell then asked A. Iverson with Ganther Construction to give an overview of the proposed school (refer to PC minutes of 12/18/23).

The commissioners then went over what conditions they would like applied to Acton Academy:

1. Fence in any dumpster(s)
2. 200' on either side of entrance/driveway damaged from heavy trucks from the construction will be repaired at applicant's expense.
3. Regular operation of hours will be 6:30am to 8pm. Special events held monthly will be 3pm to 8pm. Driveway/loop will keep continuous flow for traffic during student drop-off and pick-up.
4. Any trees planted along the east side of the property will be kept 20' off of the property line.
5. No more than 100 vehicles are expected during school day sessions.
6. Any traffic concerns will require a speed/traffic study at the applicant's expense.

**Kunde made motion to adjourn/seconded by Wilde. Motion carried.**

Meeting adjourned at 7:37 pm.

Respectfully Submitted,

Maggie Starr  
PC Secretary

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Joe Kuehl, Chairman

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