

Town of Beaver Dam
Approved Planning Committee Minutes
February 23, 2009

Chairman Al Matuszeski called the February 23rd, 2009 Town of Beaver Dam Planning Committee meeting to order at 7:00pm. Members present were Mike Canniff, John Kuniewicz, Neal Stippich, Michael Firchow, Bob Tietz, LUA Tom Zeamer and Donna Schauer. Absent Cheryl Goodrich and Larry Braker.

Minutes from the December 8th, 2008 meeting were read. Motion by Bob Tietz to approve the minutes. Motion seconded by John Kuniewicz, all in favor, motion carried.

First, order of business is to act on the application of New Frontier Land Surveying, agent for Prince Properties for a minor land division, letter of intent for parcels, 004-1214-3633-001 and 004-1214-3544-000, located at W7702 Prospect Road, East of Beaver Dam. Mark Tomashek stated the minor land division is to be used strictly for hunting. No plans are in the works to develop this parcel of land located in an wetland area. Neal Stippich stated that the surrounding area has drainage issues, debris has build up in and around the rail road culvert that runs into this land. A cleanout may be needed to bring back the natural flow of water into this wetland. Mark Klawitter's whose land abuts this parcel and intends to purchase this land stated he is willing to cut and clean up the fallen tree in the area at his own expense when the weather permits. Neal Stippich stated that a mutual agreement would be necessary with the town and the land owner to be able to access the culvert in case further and or future cleanouts of RR culvert is needed. Mark Klawitter agreed to this.

Furthermore, John Kuniewicz ask that a deeded easement be on the CSM before recording to access the land from Prospect Road. Mark Tomashek was in agreement with this. Motion by Mike Canniff to approve with the above conditions of a deeded easement on the CSM. Motion seconded by Neal Stippich, all in favor, motion carried.

Second, order of business it to act on the review of a conditional use permit for violation of conditions issued to Donald Kern, allowing a non-farm residence in an A-2 zoning district, located at N6448 South Crystal Lake Road. John Kuniewicz stated that the older residence was to be removed by January 1st, 2009. Donald Kern stated that do to the weather and winter coming so quickly he was not able to honor the conditional use permit by having the house taken down on time. He ask the committee for an extension and agreed to have the house removed by June 1st, 2009. John Kuniewicz stated that the towns ordinance states two houses are not allowed on one parcel of land. That this is in violation according to our towns ordinance. Motion made by Neal Stippich to extend through June 1st, 2009 with the removing of the house but that fines would be implemented after that date if Mr. Kern does not comply with this condition. In addition the CSM would not be signed until this matter is resolved. Motion seconded by John Kuniewicz to approve with the above conditions, all in favor, motion carried.

Third, order of business to discuss revisions to current town ordinances. Neal Stippich handed out the proposed addition to Sec. 62-7(4) to be added.

(4) New home building foundation requirement. It is herby required that each new home constructed have at a minimum height, it's 1st floor still plate two (2) feet above the finished road grade which it's home abuts, documentation of this elevation shall be upon the site map sketch presented for approval of a building permit. the Town Board realizes in certain elevation situation this requirement would not be practical. In those instances the Town Land Use Administrator is authorized to waive this requirement. The waived requirement shall be substituted for a suitable elevation that will locate the new home as well as practical above surface or groundwater issues having the potential for flooding

the basement area or create the need for an extensive mechanical water evacuation system.

After some discussion a motion to recommend approval to the Town Board for the ordinance changes was made by Al Matuszeski to approve the addition to the towns ordinance. Motion was seconded by Bob Tietz, all in favor, motion carried.

Fourth, order of business to discuss revisions to current town ordinances. Neal handed out the proposed additions and or changes.

Sec. 62-64(2) a. Child care limited to 4 children.

Sec. 62-65 (2)a. Child care limited to 8 children.

Sec. 62-66 (2) a. State licensed child care facility.

Sec. 62-91

After some discussion a motion was made to approve changing the following to read

Sec. 62-64(2) a. to be added.

a. Child care limited to **3** children in addition to those of the residence.

Sec. 62-65 (2)a. **had been added.**

a. Child care limited to **7** children in addition to those of the residence.

Sec. 62-66 (2) **has been added.**

a. State licensed child care facility.

Sec. 62-91 **has been added.**

Motion to recommend approval to the Town Board for the ordinance changes was made by Mike Canniff. Motion was seconded by John Kuniewicz, all in favor, motion carried.

Fifth, order of business to discuss revisions to current town ordinances. Neal handed out the proposed additions and or changes **1/28/09 Updates.**

27. Incorporate 12 foot height and reflector specifications of 54-150(c) into 54-150(a). Delete 54-150(c).

28. Correct code reference typo in 54-113 (b). Change 54-143(c) to 54-113(c).

29. Add section 54-113(b)(4) requiring fees for letter of intent and certified survey.

30. In 54-113(i), change the reference from 54-85(e) to 54-85(e)(1).

After some discussion a motion to recommend approval to the Town Board for the ordinance changes was made by Mike Canniff. Motion was seconded by John Kuniewicz, all in favor, motion carried.

Motion by Bob Tietz to adjourn, seconded by John Kuniewicz, all in favor, motion carried. Meeting adjourned at 8:10pm.

Respectfully,

Donna M. Schauer, Committee Member

Town of Beaver Dam
Approved Planning Committee Minutes
March 30, 2009

Chairman Al Matuszeski called the March 30th, 2009 Town of Beaver Dam Planning Committee meeting to order at 7:00pm. Members present were Al Matuszeski, , John Kuniewicz, Neal Stippich, Michael Firchow, Bob Tietz, Donna Schauer. LUA Tom Zeamer and Secretary Cheryl Goodrich. Absent Mike Canniff and Larry Braker.

Minutes from the Feb 23rd, 2009 meeting were read. Motion by Bob Tietz to approve the minutes. Motion seconded by Michael Firchow, all in favor, motion carried.

First, order of business is to act on the application of New Frontier Land Surveying, agent for Mike Zimmerman, for a minor land division/Letter of Intent for parcel #004-1114-0713-016, located on Zimmerman Dr, south of Beaver Dam. Brad Johnson was present to represent New Frontier, Mike and John Zimmerman were also present. Brad stated the area to be divided is not considered wetlands or flood plain. A few area residents were present and stated their objections, feeling it would contribute additional water drainage problems. Neal Stippich read letter written by him in response to the request for division and how he also felt it would affect area residents in regards to the water problems the residents already experience. The area retention pond and drainage ditches are to be maintained by specific lot owners specified on the covenant. After much discussion, motion by Neal Stippich to deny the land division, quoting Sect 54-10 land suitability. Brad may return with a suitable plan to include driveway placement, culvert size and placement, no fill on the end 1/3 of property of lot 1, and that there would be no fee to resubmit for a new plan for the land division. Motion seconded by Donna Schauer. All in favor, motion carried.

Mike Zimmerman stated the Town needs to order ditches cleaned and maintained by the specific lot owners and order Marie Cigelski to have her driveway culvert lowered to correct elevation.

A short discussion on Victor Herbst/Heimstra land ownership. This is a civil issue, the town could issue citations for violating setbacks and trespassing.

Motion by Bob Tietz to adjourn, seconded by John Kuniewicz, all in favor, motion carried. Meeting adjourned at 8:20pm.

Respectfully,
Cheryl Goodrich, Secretary

Town of Beaver Dam
Approved Planning Committee Minutes
April 27, 2009

Chairman Al Matuszeski called the April 27th, 2009 Town of Beaver Dam Planning Committee meeting to order at 7:00pm. Members present were Al Matuszeski, John Kuniewicz, Mike Canniff and Larry Braker, Michael Firchow, Bob Tietz, Donna Schauer, Neal Stippich LUA Tom Zeamer and Secretary Cheryl Goodrich.

Minutes from the March 30th, 2009 meeting were read. Motion by Bob Tietz to approve the minutes. Motion seconded by John Kuzniewicz, all in favor, motion carried.

First, order of business is to act on the application of Brad Marquardt, DBA Dodge Cty Auto Body, for a CUP to operate an automobile repair and sales business, in a C-1 district, for parcel #004-1114-0722-001, located at W9392 Cty Rd D, west of Beaver Dam. Brad Marquardt was present and stated he is running an auto repair and sales. In the past it was Steve's Auto sales and repair. He is using the 2 car garage for the shop. Motion by Michael Firchow to approve the Conditional Use Permit with the following conditions: That there be an obscured fenced in area in the back for junk cars and up to 4 cars for sale be allowed parallel parked in front but not in the road right of way. Motion seconded by John Kuzniewicz, all in favor, motion carried.

The second order of business is to discuss and decide the present and future actions required for the completion and maintenance of the existing storm water retention area located on the west side of Burns Rd, as part of the Prairie View Estates Subdivision, located East of Beaver Dam. Dan Prunuske was present and explained the history and condition of drainage. The field and retention area had recently been tiled by Charlie Hammer, which violates the subdivision ordinance. Tiling circumvents water detention. Reasons for storm water management are to reduce flow after development, provide treatment of water and encourage infiltration. Jim Knowles, environmental consultant stated the NRCS ok'd the tiling, DNR permitted the original storm water plan and county approved the 3 lot subdivision with easement granted to the owners of lots A, B & C. Jim Knowles would like 60 days to have the opportunity further investigate, look at calculations, speak more with Charlie Hammer and Dan Prunuske to come up with a solution. The Planning Committee questioned who will absorb the cost? Jim Knowles stated the burden will be on Charlie Hammer. Motion by John Kuzniewicz to table till the June meeting to allow them to investigate and return with alternative options or solution. Motion seconded by Donna Schauer, all in favor, motion carried.

Clerk stated there is a Town/County meeting on June 24 for Planning members to attend. Neal Stippich reminded the members that they are required to attend at least 1 training meeting per year and this would qualify.

Neal Stippich stated he received a call from Brynly Jones with questions about the money received by the Shady Oaks Homeowners Assoc. from ATC. It was stated the Board of Appeals applied the condition that the Shady Oaks Homeowners Assoc be stewards of the money for additional vegetation, and or fencing for additional buffer and screening purposes.(per Jan 7, 2009 BOA meeting)

Motion by Mike Canniff to adjourn, seconded by Bob Tiedt, all in favor, motion carried. Meeting adjourned at 8:20pm.

Respectfully,
Cheryl Goodrich, Secretary

Town of Beaver Dam
Approved Planning Committee Minutes
May 26, 2009

Chairman Al Matuszeski called the May 26th, 2009 Town of Beaver Dam Planning Committee meeting to order at 7:10pm. Members present were Al Matuszeski, John Kuniewicz, Mike Canniff, Donna Schauer, Larry Braker, Michael Firchow, Bob Tietz, Neal Stippich, LUA Tom Zeamer and Secretary Cheryl Goodrich.

Minutes from the April 27th, 2009 meeting were read. Motion by Bob Tietz to approve the minutes with 1 correction to paragraph 3, 4 cars parallel parked in front. Motion seconded by Donna Schauer, all in favor, motion carried.

First, order of business is to act on the application of MSA, Agent for Richard Koch, for a Minor land Division/Letter of Intent to create a 40,000 sq. foot lot as part of parcel #004-1214-2241-000, located at the NE end of Edwin Ln, north of Beaver Dam. Dick Leistekow stated that the lot is being created to build a home on, and that it was approved by the city as it is in the city reserved area. Motion by John Kuzniewicz to approve the land division with the condition that rezoning to R1 is approved. Motion seconded by Michael Firchow, all in favor, motion carried.

The second order of business is to act on the application of MSA, agent for Richard Koch, to rezone a 40,000 sq. foot lot as part of parcel #004-1214-2241-000, from A2 general AG to R1 residential zoning district, located at the NE end of Edwin Ln, north of Beaver Dam. Gordon Schultz of N8279 Edwin Ln stated he and others in his neighborhood had no objections. Motion by Larry Braker to recommend to the Town Board to approve the zoning change. Motion seconded by Michael Firchow, all in favor. Motion carried.

The third order of business act on the request of MSA, agent for Jerry Hankes, to review and approve an amendment to the covenants and restrictions for the Prairie Hill Subdivision. Ann Cook, of MSA , stated when approved the County wanted clarification of ownership of outlots on the covenants and restrictions. Motion by Mike Canniff to recommend to the Town Board to approve amendment to the covenants to the Prairie Hill Subdivision. Motion seconded by Donna Schauer, all in favor, motion carried.

The forth order of business is to act on the request of Michael Firchow, agent for Absolute Self Storage, to amend the CUP that was issued in Oct of 2002 to allow outside storage on the same parcel as the existing mini warehouses. Planning committee feels a separate CUP should be applied for, for the outdoor storage area. Michael Firchow has built a wood fence to obscure the view of the vehicles. Motion by Donna Schauer to table until a CUP application for outdoor storage is received. Motion seconded by Larry Braker, all in favor, motion carried. Michael Firchow abstained.

Motion by Larry Braker to adjourn, seconded by Bob Tietz, all in favor, motion carried. Meeting adjourned at 8:00pm.

Respectfully,
Cheryl Goodrich, Secretary

Town of Beaver Dam
Approved Planning Committee Minutes
June 29, 2009

Chairman Al Matuszeski called the June 29th, 2009 Town of Beaver Dam Planning Committee meeting to order at 7:00pm. Members present were Al Matuszeski, John Kuniewicz, Mike Canniff, Donna Schauer, Larry Braker, Michael Firchow, Bob Tietz, Neal Stippich, LUA Tom Zeamer and Secretary Cheryl Goodrich.

Minutes from the May 26th, 2009 meeting were read. Motion by Bob Tietz to approve the minutes as read. Motion seconded by John Kuzniewicz, all in favor, motion carried.

First, order of business is to discuss and decide the present and future actions required for the completion and maintenance of the existing storm water retention area located on the west side of Burns Rd, as part of the prairie View Estates Subdivision, located east of Beaver Dam. At the April 2009 meeting, the property owner, Charlie Hammer, requested a 60 day timeframe to investigate possible solutions for this problem.

Jim Knowles of J Knowles & Associates presented and explained a map of Approximate Watershed and Drainage Patterns. Also presented and explained were 3 alternative Water Management Concept Plans. Mr. Knowles recommends a Watershed Analysis be done; also recommending Montgomery Associates to do the study and those results could be available in 30 days/next Planning committee meeting.

Motion by Al Matuszeski to table the matter due to lack of information. Motion seconded by Bob Tietz, all in favor, motion carried. Motion by John Kuzniewicz to amend the previous motion to include having options from the watershed analysis available in 30 days which Hammers offered to fund. Motion seconded by Larry Braker, all in favor, motion carried.

Motion by Larry Braker to adjourn, seconded by Michael Firchow, all in favor, motion carried. Meeting adjourned at 8:50pm.

Respectfully,
Cheryl Goodrich, Secretary

Town of Beaver Dam
Approved Planning Committee Minutes
August 31, 2009

Chairman Al Matuszeski called the August 31, 2009 Town of Beaver Dam Planning Committee meeting to order at 7:02 pm. Members present were Al Matuszeski, Neil Stippich, John Kuziewicz, Donna Schauer, Larry Braker, Michael Firchow, Bob Tietz, and LUA Tom Zeamer. Minutes from the June 29th, 2009 meeting were read. Neil Stippich made a motion to approve minutes as read. Motion seconded by Larry Braker, all in favor, motion carried.

First order of business was to act on an application by Carl Brehm, agent for Brehm's Wonder Creek Nursery to rezone parcel # 004-1114-0223-004 from residential to Commercial. Mr. Brehm requested the rezone of the parcel to accommodate commercial signage and perhaps occasionally offer seasonal sales. Discussion ensued relative to neighboring commercial influence, minimum setbacks that must be recognized due to location on Hwy 33 and inherent limitations of use. Bob Tietz made motion to recommend rezoning of parcel from residential to commercial. Motion seconded by Michael Firchow, all in favor, motion carried.

Second order of business was to act on a minor land division request from owner Lorraine Schoenfeld, by agent Gary Schoenfeld, on parcel number 004-1214-2011-007. Motion made by Neil Stippich to recommend approval as long as the 40,000+ square foot minimum lot size and as long as all current setbacks for existing homes, structures and septic systems per code be followed. Motion seconded by Donna Schauer, Neil Stippich amended prior motion to also state that new parcel must perc. Amended motion seconded by Donna Schauer, all in favor, motion carried.

Tom Zeamer updated the Planning Committee about the requirements relative to updating maps for the Comprehensive Plan. Discussion by committee that when City of Beaver Dam becomes class 3, all but the southeast corner of the Town of Beaver Dam will be subject to extraterritorial jurisdiction. Michael Firchow recommended that the Town of Beaver Dam procure a map of the City of Beaver Dam's comprehensive plan for future considerations for rezoning or the development of parcels lying within the 3 mile extraterritorial jurisdiction of the City of Beaver Dam. Tom Zeamer was going to contact Dodge County or City of Beaver Dam to procure the map for the Town's future reference.

Michael Firchow recommended that the current codes be updated on the definition of animal units to include ten goats (CD 62:10). Neil Stippich stated that a revision is on his desk and likely still does not address goats but he would look into it.

The Planning Committee discussed possible actions to be taken against Charlie Hammer relative to tiling and water retention ponds in a development. The Town of Beaver Dam's legal counsel will be contacted to determine an appropriate course of action.

Neil Stippich shared with the Planning Committee an email regarding a decision from the Court of Appeals relative to zoning, intended use and moratoriums. Discussion ensued and determined that the current municipal codes for the Town of Beaver Dam are in agreement with the findings of the Court of Appeals.

Motion by Larry Braker to adjourn, seconded by Bob Tietz, all in favor, motion carried. Meeting adjourned at 8:30 pm.

Town of Beaver Dam Planning Committee
Approved Meeting Minutes
Nov 2, 2009

Chairman Al Matuszeski called the Nov.2, 2009 Town of Beaver Dam Planning Committee meeting to order at 7:00 pm. Members present were Al Matuszeski, John Kuzniewicz, Donna Schauer, Larry Braker, Michael Firchow, Bob Tietz, Mike Canniff and LUA Tom Zeamer. Minutes from the Aug. 31, 2009 meeting were read. Motion by Bob Tietz to approve minutes as read. Motion seconded by Larry Braker, all in favor, motion carried.

First order of business is to act on the application by MSA, agent for Steve Goeller, for a minor land division/Letter of Intent for parcel #004-1114-0944-000, located at N6550 Shaw Hill Rd. The purpose of the land division is to build a home on the parcel created. The City of Beaver Dam granted approval. This parcel falls under the bonus plan. Motion by John Kuzniewicz to approve with the following requirements: The size of the lot be dropped from 2 acres to 1 ½ acres per town code, and that the driveway be placed at the northern edge of the new lot on remaining parcel. Motion seconded by Bob Tietz, all in favor, motion carried.

The second order of business is to act on the application by MSA, agent for Steve Goeller, for a Conditional Use Permit to allow a non-farm residence in an A-2 district for parcel #004-1114-0944-000, located at N6550 Shaw Hill Rd. Motion by Mike Canniff to approve the CUP. Motion seconded by Donna Schauer, all in favor, motion carried.

Update on Charlie Hammer issue. Larry Braker and Neal Stippich met with Atty. Steve Hannan. Hannan was to send Mr. Hammer a letter stating he is in direct violation. Tom Zeamer will check on this issue and other ongoing issues.

Motion by Bob Tietz to adjourn, seconded by Larry Braker, all in favor, motion carried. Meeting adjourned at 7:20 pm.

Respectfully,
Cheryl Goodrich, Secretary