

**TOWN OF OSCEOLA  
PLAN COMMISSION MEETING  
May 23, 2011  
MINUTES**

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The Plan Commission of the Town of Osceola met for a regular monthly meeting Monday, May 23, 2011 at 7:00 p.m. at the Town Hall, Dresser, Wisconsin.

The agenda for this meeting was sent for publication in The SUN newspaper and posted at the Town Hall, the Dresser Post Office, Frandsen Bank & Trust and the Town of Osceola Website on Friday May 13, 2011.

**CHAIRMAN DOUG SCHMIDT CALLED THE MEETING TO ORDER AT 7:00 P.M.**

**ROLL CALL:**

**Present:** Doug Schmidt, Ron Strom, Bob Wright, Mike Wallis, Wally Neumann and Amy Middleton.

**Absent,** Bob Clark

**ALSO PRESENT:** Lorraine Rugroden - Clerk/Treasurer, Patty St Dennis, Wayne Swenson – Polk County Land Surveying Co. and Larry Mederich.

**There WAS a majority of Plan Commission members present.**

**AGENDA APPROVAL:**

**MOVED, SECONDED BY MIDDLETON/STROM TO APPROVE THE AGENDA FOR THE, MAY 23, 2011 MEETING. MOTION CARRIED UNANIMOUSLY.**

**MINUTES ACCEPTANCE:**

**MOVED, SECONDED BY NEUMANN/WRIGHT TO ACCEPT THE MARCH 28, 2011 PLAN COMMISSION MEETING MINUTES AS PRESENTED BY THE CLERK/TREASURER. MOTION CARRIED UNANIMOUSLY.**

**PUBLIC COMMENT:**

None

**BUSINESS:**

**St Dennis Lot Division**

Wayne Swenson, Surveyor for Polk County Land Surveying Co. represented Patricia St Dennis as he discussed a preliminary lot division that Ms. St Dennis is proposing that would divide a 10 acre parcel located at 779 200<sup>th</sup> Street on the west side of Horse Lake and create a second lot of 2.31 acres.

The following concerns were voiced by some of the Plan Commission members during the discussion

- Less than 150 feet between driveways, field driveway is pre-existing.
- Is there enough property to build a house on due to location of wet lands
- Is the lot buildable? Professional review is requested.

Follow – up:

Wayne Swenson will contact Gary Spanel – Polk County Land Information director and Cliff Manwiller – Building Inspector for the Town, to determine if the lot is buildable.

John Adam – Public Works Superintendent will be asked to view the current field driveway and determine if the location of the driveway is adequate and meets minimum requirements.

**MOVED, SECONDED WRIGHT/MIDDLETON TO TABLE UNTIL THE NEXT PLAN COMMISSION MEETING UNTIL WE GET MORE INFORMATION ON WHEATHER IT IS A BUILDABLE LOT.**

**MOVED, SECONDED WRIGHT/WALLIS TO AMEND THE ORIGINAL MOTION TO TABLE UNTIL THE NEXT PLAN COMMISSION MEETING. MOTION CARRIED UNANIMOUSLY.**

**MOVED, SECONDED WRIGHT/MIDDLETON TO TABLE UNTIL THE NEXT PLAN COMMISSION MEETING UNTIL WE GET MORE INFORMATION ON WHEATHER IT IS A BUILDABLE LOT. MOTION CARRIED UNANIMOUSLY.**

Wayne Swenson requested that the St Dennis lot division be placed on the June 27<sup>th</sup> Plan Commission meeting agenda.

**ATV's On Town Roads Discussion**

The Town Board and interested residents discussed the topic of ATV's on Town Roads at the May 9<sup>th</sup> Town Board meeting. Residents in attendance were in favor of opening up some Town Roads as ATV routes. Because of expressed interest, the Town Board decided to bring topic before the Plan Commission for discussion and possible recommendation.

The Plan Commission discussed forming a Citizen Committee and asking residents to be a part of the committee. An ad will be placed in the newspaper asking for those who are for, against or neutral to sit on the committee. Mike Wallis agreed to chair the Citizen's Committee and will report back to the Plan Commission at the June 27<sup>th</sup> meeting.

**Revisions To Subdivision Ordinance**

Revisions have been made to the Subdivision ordinance to include significant changes that had been made to Chapter 236 Wis. Stats., governing the review and approval process of subdivisions by local governments. Changes have also been made to include irrevocable letters of credit, surety bonds and other security required to guarantee improvements construction will now be required for the actual current phase of construction, and may only be required just before installation of improvements begins. Bonds

were previously required by the Town for the cost of the entire project at the time of final plat approval, which could be months before project began.

Once final revisions are made to the Subdivision ordinance and the Plan Commission recommends to the Town Board to amend the Subdivision ordinance, a class 2 notice for a public hearing will be put in the newspaper and the hearing will be held the night of the Town Board meeting before the Town Board votes on final approval.

The Plan Commission is also working to amend the Public Works ordinance and the Development Agreement ordinance in order to comply with new statutory language changes in chapter 236 of the Wis. Stats.

**CHAIRMAN'S REPORT:**

1. The Town Board approved a proposal for professional planning services for development of a Town zoning ordinance at the May 9<sup>th</sup> meeting.
2. The Plan Commission will begin working with Nolan Wall, Stevens Engineers on a zoning ordinance at the June 27<sup>th</sup> meeting.
3. Citizens Advisory Committee meeting at the County is scheduled for May 25<sup>th</sup> at 6:30 p.m. The discussion will be shoreland issues.
4. Concern was voiced with regard to Polk County Land Information's practice of giving short notice of upcoming special exception hearings before the Town Board has had an opportunity to come together and discuss the special exception application at a Town Board meeting.

**COMMISSION MEMBERS REPORTS:**

Wally Neumann expressed his approval for the Plan Commission looking into ATV's on Town roads.

**SUBSEQUENT MONTH'S AGENDA DISCUSSION:**

The next regular monthly Plan Commission meeting will be Monday June 27, 2011.

Agenda

Town Zoning  
Amendments to Subdivision Ordinance  
St Dennis Lot Division

**ADJOURNMENT:**

**MOVED, SECONDED BY WRIGHT/MIDDLETON TO ADJOURN THE MAY 23, 2011 PLAN COMMISSION MEETING. MOTION CARRIED UNANIMOUSLY.**

Being no further business to come before the Plan Commission, the meeting was adjourned at 8:59 p.m.

**APPROVED 6/27/11**

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Lorraine Rugroden, Clerk-Treasurer