

**TOWN OF OSCEOLA
PLAN COMMISSION
REGULAR MONTHLY MEETING
Tuesday, March 22, 2022 – 6:00 P.M.
Town Hall - 516 East Avenue North, Dresser WI
Agenda Can Change Up to 24 Hours Prior to Meeting**

MEETING AGENDA

1. **Call Meeting to Order**
2. **Verification of Meeting Posting**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Acceptance of Proposed Agenda**
6. **Approval of Minutes of Previous Meetings:** 2/22/22 1-2
7. **Public Comment**
8. **Old Business**
 - a. Consider Updated Letter to Polk County Zoning Regarding Town of Osceola Ordinances Overriding County Zoning 3-4
 - b. Consider Comprehensive Plan
9. **New Business**
 - a. Consider 847 200th St. Boathouse Build Setback Off the Road 5-13
10. **Chairman's Report**
11. **Commission Member Comments**
12. **Request for Future Meeting Agenda Items**
13. **Next Plan Commission Meeting – April 26, 2022**
14. **Adjournment**

Notice is hereby given that a quorum of the Osceola Town Board may be present at this meeting of the Plan Commission to gather information about a subject over which they have decision-making responsibility. The Board will take no formal action at this meeting.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Clerk's office at (715)755-3060.

AFFIDAVIT OF POSTING: I hereby certify that this notice has been posted at the Dresser Post Office, the Town Hall, the First Community National Bank, and the Town Web Site.

/s/ Denise Skjerven, Clerk

**TOWN OF OSCEOLA
PLAN COMMISSION
REGULAR MONTHLY MEETING
TUESDAY, FEBRUARY 22, 2022 – 6 P.M.**

MINUTES

The Plan Commission of the Town of Osceola held a meeting on Tuesday, February 22, 2022, at the Osceola Town Hall, Dresser, Wisconsin.

CALL TO ORDER

Chair Desmarais called the meeting to order at 6:05 p.m.

VERIFICATION OF MEETING POSTING

Notice of the Plan Commission Meeting was posted at the Town Hall, the Dresser Post Office, First National Community Bank and the Town Website.

PLEDGE OF ALLEGIANCE

Chair Desmarais led the group in the Pledge of Allegiance.

ROLL CALL

PRESENT: Chair Bernie Desmarais, Jim Berg, Jeremy Utke, and Kim Kaiser.

ARRIVED: Dan Tronrud 6:21 PM

ABSENT: Jon Cronick, Marianna Schultz

APPROVAL OF PROPOSED AGENDA

MOTION BY UTKE / 2ND BY BERG TO APPROVE THE AGENDA. MOTION CARRIED.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

MOTION BY BERG / 2ND BY UTKE TO APPROVE THE TUESDAY, JANUARY 25, 2022 MEETING MINUTES. MOTION CARRIED.

PUBLIC COMMENT

5 PEOPLE ATTENDED
NO PUBLIC COMMENTS

OLD BUSINESS

A. DRIVEWAY PERMIT APPLICATIONS REVISIONS

Chair Desmarais will follow up with board member Cronick and the Town Clerk to keep this process moving forward.

NEW BUSINESS

A. 747 200TH STREET PROPERTY CSM's LAND DIVISION

MOTION BY CHAIR DESMARRAIS 2ND BY BERG TO RECOMMEND THE TOWN BOARD APPROVE THE LAND DIVISION AS PRESENTED. MOTION CARRIED

B. AIR B&B / HOME RENTALS

No action at this time being the state of Wisconsin already has a statute regarding this topic.

CHAIRMAN'S REPORT

Still waiting for the census data to become available so we can update the comprehensive plan.

COMMISSION MEMBER COMMENTS

Tronrud – Just keep moving forward with the driveway permit application updates.

Kaiser – She has heard rumors about a “New Trap Rock” mine and encouraged everyone to read the information that is available on the town website.

FUTURE MEETING AGENDA ITEMS

Comprehensive Plan

NEXT PLAN COMMISSION MEETING

Meeting set for March 22, 2022 6 PM

ADJOURNMENT

MOTION BY UTKE /2ND BY KAISER TO ADJOURN THE PLAN COMMISSION MEETING HELD THIS TUESDAY THE 22ND DAY OF FEBRUARY 2022. MOTION CARRIED.

Being no further business to come before the Plan Commission, the Meeting was adjourned at 6:39 p.m.

Bernie Desmarais, Plan Commission Chair

TO BE APPROVED: March 22, 2022

516 East Avenue North
P. O. Box 216
Dresser, WI 54009-0216
Office: 715-755-3060
clerk@townofosceola.com

TOWN OF OSCEOLA

Polk County, Wisconsin

www.townofosceola.com

TBD, 2022

Jason Kjeseth
Polk County Zoning Administrator
Land Information Department
100 Polk County Plaza, Suite 130
Balsam Lake, WI 54810

Subject: Town of Osceola Ordinances Overriding County Zoning

Dear Jason:

It has come to the attention of the Town of Osceola Board of Supervisors, as well as the even newer Plan Commission, there are Town Ordinances that conflict and technically override the established policies and practices of your group (Polk County Zoning) as a department of Environment Services.

These ordinances apply to minor sub-divisions and land use of properties adjacent to Town Roads. More specifically, properties where driveway permits are required and issued by the Town (either by the Town Board or by Public Works). Private roads and County roads are exempt from the application of the following:

ORDINANCE # 21-10-04
Chapter 8 Public Works
Town of Osceola Code of Ordinances

8.03 ACCEPTANCE OF ROADS

C. Information Required

(3) CONSTRUCTION

(A) No land grading or site preparation, alteration of drainage ways, waterways or water features, or commencing the construction of any roads, ditches, ponds, swales, drainage ways or the like, shall occur prior to the Town Board approval of the preliminary plat or preliminary certified survey map and a signed Developers Agreement [in the case of a sub-division] if required by the Town Board.

(C) No building permit shall be issued for any lot until all the requirements of this Chapter have been satisfied.

(4) PROCEDURES FOR TOWN BOARD REVIEW AND APPROVAL OF FINAL SUBDIVISION PLANS

(H) Building Permits and/or Driveway Permits shall be denied for any lots adjoining a newly constructed Town Road or Private Road that is not in compliance with Town Road Standards and Requirements.

8.05 DRIVEWAYS

(2) MINIMUM REQUIREMENTS. All new driveways proposed to be installed, or any driveway alleged to be existing and serving open land without improvements and proposed to be converted to a driveway to serve one or more structures which enters an existing or proposed Town Road, shall be subject to an inspection fee as established by the Town Board, to be paid to the Town of Osceola, prior to the start of any new construction of a new driveway, and prior to Polk County issuing a Sewer Permit or Land Use Permit. An approved preliminary driveway permit shall be issued by the Town of Osceola, which is conditional on the final driveway permit installation receiving approval, before any such permit can be issued. (A) The applicant who may be the owner, agent, or contractor shall submit a location construction plan showing the specifications including grade, slope, width and length of the driveway and erosion control procedures.

(A) Preliminary authorization for a driveway is subject to the approval of an official from the Town Board or Public Works, and when so approved, the official shall notify the Polk County Zoning office.

(6) APPLICATION AND APPROVAL. Every effort will be made by the Town of Osceola to assist with the application, inspection, and both preliminary and final approvals of driveways within forty-eight (48) hours. The Polk County Zoning Office WILL NOT issue any permits until an authorized representative of the Town of Osceola has signed the preliminary approval section of the Driveway Permit Application.

In summary, we respectfully request the Polk County Zoning office to abide by these Ordinances which are more restrictive and supersede the general understanding that the Town of Osceola “follows County Zoning.”

Please advise you have received and understand this request. Otherwise, we expect you to document your questions, concerns, and or comments to this Board of Supervisors at the earliest possible date.

Thank you.

Sincerely,

Town of Osceola Board of Supervisors

Dale Lindh, Chair

Jon Cronick, Supervisor

Jo Everson, Supervisor

Neil Gustafson, Supervisor

Clerk

From: Dans Home <dankeefe10@gmail.com>
Sent: Thursday, March 10, 2022 4:50 PM
To: Clerk
Subject: Re: Boathouse - 826 200th St
Attachments: LandUseApp 2019-05-30FillIn.pdf; Reduced Road Setback-Town Approval form.pdf

Thanks Denise!

Dan Keefe
612-819-8190, text ok

On Mar 10, 2022, at 9:24 AM, Clerk <clerk@townofosceola.com> wrote:

Hi Dan ~ Thank you for sending this information along. I will forward it on to the Chair of our Plan Commission to get his feedback as to whether this is an item that needs to come before them at the 3/22 6 p.m. meeting here at the Town Hall. I will be back to you as I hear back from him.

Denise Skjerven

Clerk - Town of Osceola
715-755-3060, ext. 1
516 East Avenue North
P.O. Box 216
Dresser, WI 54009-0216
Clerk@townofosceola.com

From: Dan Keefe <dankeefe10@gmail.com>
Sent: Thursday, March 10, 2022 9:15 AM
To: Clerk <clerk@townofosceola.com>
Subject: Fwd: Boathouse - 826 200th St

Hi, I am Dan Keefe, with properties located at 826 and 847 200th St. I am intending on replacing a current outhouse with a 10' x 10' boathouse (no plumbing, no sleeping) on the 847 200th St property, adjacent to the recently rehabilitated building on the 826 200th St property. I am forwarding the approval from Jason at the County, and he indicated I needed sign-off from the town on a reduced road setback form. Please advise on whether you will require the reduced road setback and then how I would go about obtaining that setback.

Thanks,

Dan Keefe
612-819-8190

----- Forwarded message -----

From: **Jason Kjeseth** <jason.kjeseth@polkcountywi.gov>
Date: Wed, Mar 9, 2022 at 6:25 AM

Subject: RE: Boathouse - 826 200th St
To: dankeefe@mchsi.com <dankeefe@mchsi.com>

Hi Dan,

Yes, it looks like it would meet the standards, but please remember that it can only be one story tall and cannot be used for sleeping purposes. The deck on the roof does not count as a second story. The lot line setback is 5' and the minimum lake setback is 10.' The setback off the road is 63' from the centerline and if you don't meet that, you will need the reduced town road setback form completed and signed off by the town. The land use permit application is attached and the fee is \$100. The drawing you have is pretty good but we would like to see the setbacks on the drawing. Please let me know if you have any other questions.

Thanks,

Jason Kjeseth

Polk County Zoning Administrator
Land Information Department
100 Polk County Plaza, Suite 130
Balsam Lake, WI 54810
Ph: (715)554-7733
Fax: (715)485-9246



[Polk County WI Environmental Services Division | Facebook](#)

From: Dan Keefe <dankeefe10@gmail.com>
Sent: Tuesday, March 8, 2022 10:10 AM
To: Jason Kjeseth <jason.kjeseth@polkcountywi.gov>
Subject: Boathouse - 826 200th St

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Jason,

I spoke with you recently regarding a boathouse that I would like to put on my property over at 826/847 200th St. I mentioned I wanted to do an upscale container with a deck on top for the boathouse. Latitude Studios in Ham Lake, MN creates these (www.latitude-studios.com). I have

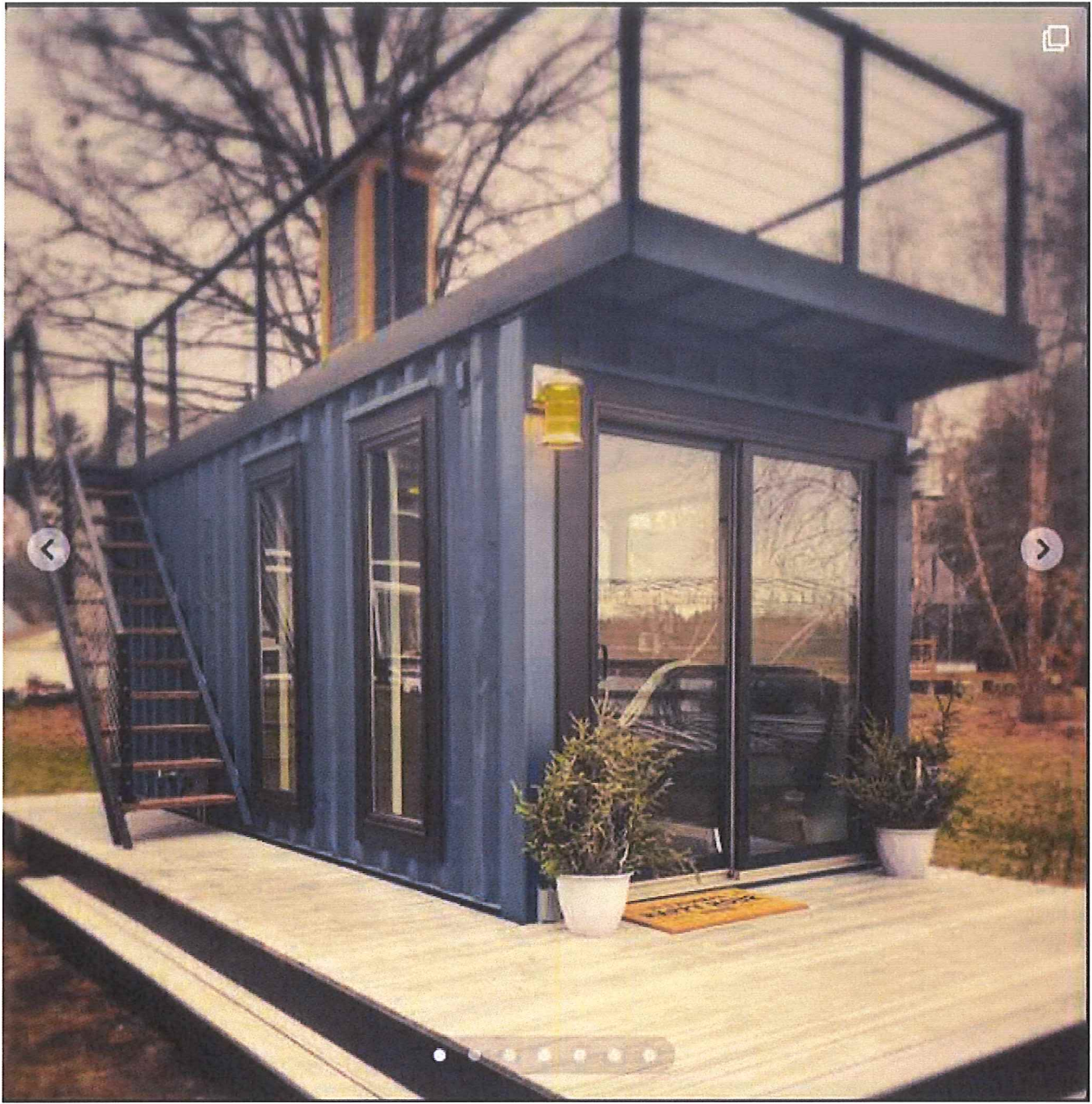
attached a representative photo below so you can see what they look like. Mine will be 8' x 10', with an external stairwell to make it approx. 10' x 10'.

I have also attached a rough site plan showing that the boathouse will go on the east side of the parking pad, and to the north of the little cabin, essentially replacing the outhouse that is currently there. It should be about 10-15 ft from the OHW. And it will actually be placed on my adjacent property at 847 200th St.

Does this look reasonable to you? How far from the property line does it need to be? And what type of additional plans do you need? Installation will be approx. June.

Thanks,

Dan Keefe
612-819-8190



Clerk

From: Dan Keefe <dankeefe10@gmail.com>
Sent: Wednesday, March 16, 2022 8:01 AM
To: Clerk
Subject: Re: FW: 826/847 200th St
Attachments: Polk County Road Setback.png

Hi Denise,

Good news. Late last night I finally found the relevant language, per the attached. We are in compliance with the ordinance, as per the "averages" language in 42.14.b. And then the Town needs to issue a permit per the "shall" language in 42.14.c.

I will send over an updated site map later this morning showing the distance of both buildings (the cabin and the existing accessory structure that we are replacing) from the road centerline.

Horse Lake

826 200th

847 200th

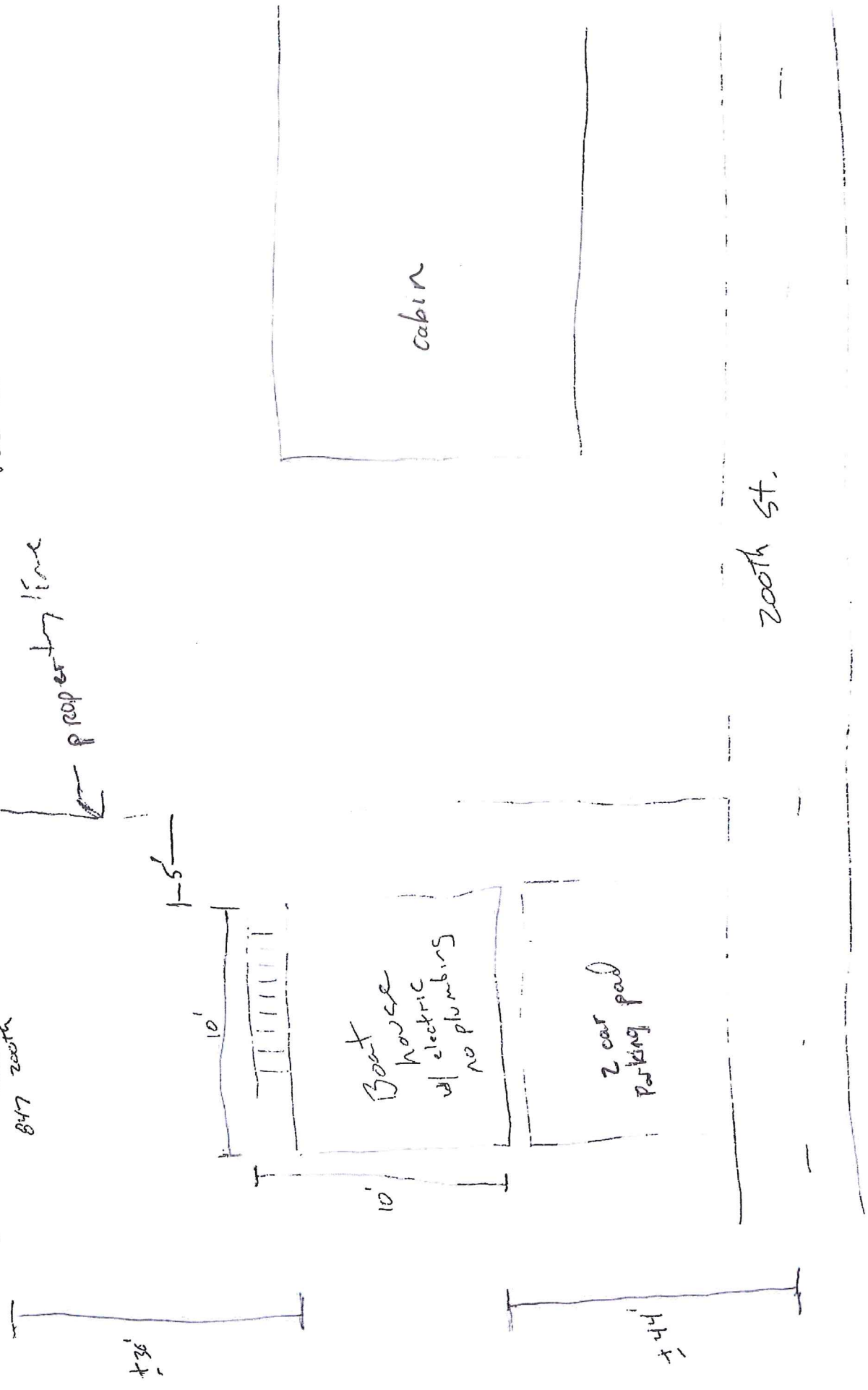
property line

cabin

Boat house
w/ electric
no plumbing

2 car
parking pad

200th st.



(a) *Road setbacks.* The setback distances at any point for the respective classes of highways shall be as follows in Table 1, unless otherwise indicated in this chapter:

Table 1. Road Setback Distances

Road - Minimum Setback (whichever is greater)	Private Road	Town Road	County Road	State/U.S. Highway
From platted centerline	35 feet	63 feet	75 feet	110 feet
From right-of-way		30 feet	42 feet	50 feet

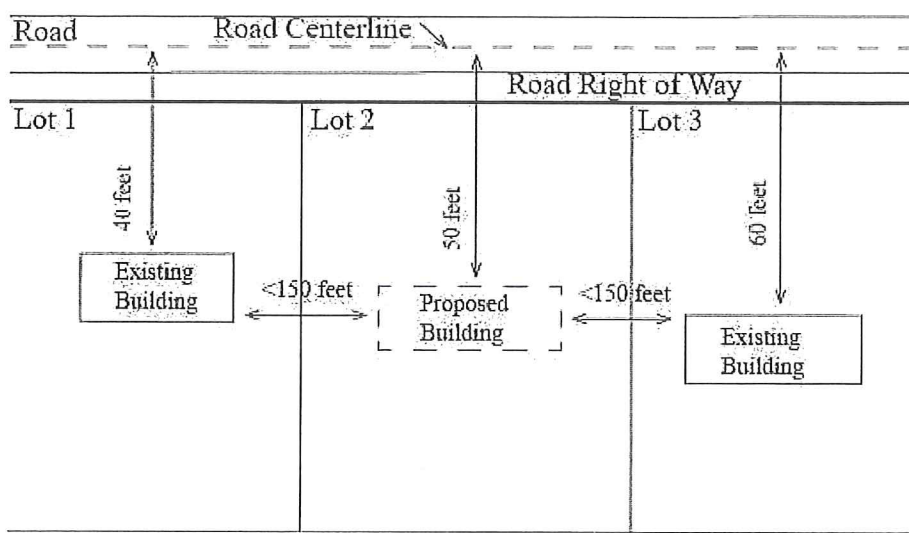
(b) *Setback averaging.* There is an exception to the setbacks outlined in subsection (a) of this section (see Figure 2). In order to utilize an established building setback line which sets forth a reduced setback from what is listed in subsection (a) of this section, the following must apply:

- (1) The reduced setback/established building setback line must be in existence prior to the adoption of the ordinance from which this chapter is derived.
- (2) There must be two buildings, one on each side adjoining property.
- (3) There must not be more than 150 feet between the proposed building and a building being used to establish the reduced setback.
- (4) The setback for the proposed or moved building shall not be less than the average of the two buildings on the adjoining properties.

(c) *Setback exemptions.*

- (1) All fences are exempt from side and rear yard setbacks.
- (2) A permit shall be issued for a reduced town road or private road setback once written town approval (i.e., minutes, letter, resolution) is received if all other requirements of this chapter are met.

Figure 2. Setback Averaging from Road



(Ord. No. 37-20, § 10.3.5, 9-15-2020)

Reduced Road Setback

The Town of Osceola

Has (circle one) objections / no objections

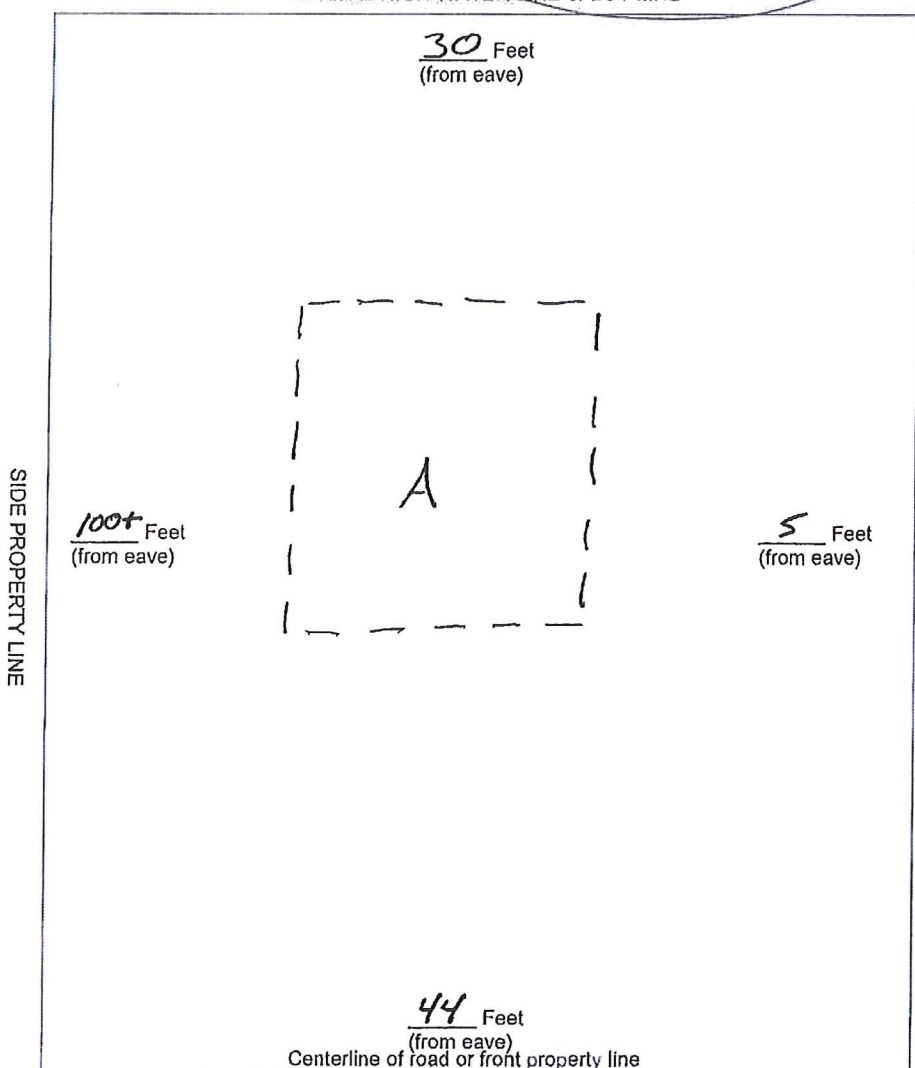
To a reduced road setback of 44 feet to the (circle one) ROW / Road centerline of 200th Ave (St.)

For (owner) Dan Keefe

Located at (address) 847 200th St

Town Signature _____
Print Name/Title _____

LOT LAYOUT
NORMAL HIGH WATER LINE or LOT LINE



- Show location of **ALL EXISTING STRUCTURES** in **SOLID LINES**
- Show dimensions, location and setbacks of **PROPOSED STRUCTURE** in **DOTTED LINES**
- Eave of structure must meet the minimum setbacks
- Indicate: "D" dwelling, "A" accessory building, "C" Commercial, "ST" septic tank, "DF" drainfield,

