

TOWN OF SHELBY

County of La Crosse

State of Wisconsin



2800 Ward Ave

La Crosse, WI 54601

Phone: (608)788-1032

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APPROVED

Planning Commission Minutes

Date: Tuesday, March 17, 2020

Time: 4:00 p.m.

Location: Moved to Town Annex, 2801 Ward Ave., La Crosse, WI 54601 due to recommendations on distancing over COVID19.

Town Officials Present: Planning Commission Chairperson Marlin Helgeson, Commissioners Mike Kendhammer, Tom Sleik, Karen Kouba, Renee Knutson, Al Schulz, Brian Benson (via phone), and Administrator Christina Peterson

Town Officials Excused: N/A

Attendance List: See Attached

1. Meeting called to order by Helgeson at 4:00 p.m.
2. Minutes: Comment from the audience that the minutes have not been updated on the website. Kouba motion to approve minutes from 2/18/2020, second by Kendhammer. Motion carried unanimously.
3. Citizen Concerns: none
4. Introductions: Chair Helgeson introduced the new Planning Commissioner Al Schulz, and the other Commissioners introduced themselves.
5. Parcel 11-308-0 Proposed new house/driveway: Peterson showed an aerial photo to explain the proposal to split a 9-acre parcel into 3 and 6 acres. The applicant would like to build a house on the 3-acre piece and use the existing easement across the property to north for a driveway. The County does allow driveways via easement in some cases. The Town of Shelby has an ordinance not allowing driveways via easement. The landowner Barbara Miller stated that the existing easement has been in place a long time and was intended to serve the 9-acre parcel. Peterson noted that a review of whether this would be grandfathered in would involve consulting legal and checking prior ordinances. Helgeson requested Peterson to research if the use of the easement would be grandfathered. Barbara Miller read and submitted a formal letter requesting the Planning Commission consider her request. Miller stated that she had worked with Davy Engineering, and said they thought it should be grandfathered in. Further questions pertained to access for utilities and how the driveway would be aligned.
6. Battlestone Ridge Condominiums (incorrectly listed as Prairie Ridge Condominiums on agenda): those in attendance for this item were the owner Justin Kleinsasser, realtor Mike Richgels, Condo Association representatives Bill Smiley and Wendy Stachowitz. Kleinsasser said they are looking at building 7 twin homes (14 units) versus 13 single family homes as shown on plat. He said he is aware they would need approval from the Homeowners Association. Bill Smiley, President of HOA, noted that the plat will need to be redone in order to switch the layout to twin homes. Wendy, HOA representative, noted any variation the footprint triggers requirement for new plat under WI Statue 703. She also noted there are other concerns the HOA will want to make sure are addressed prior to approval of any

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change to the condo plat. Bill Smiley noted there were funds assigned to the HOA as part of the recent sale to address previous problems.

7. Comprehensive Plan Review Chapters 8-9 and Update 2020 - Helgeson noted that the Comprehensive Plan references a Land-Use Planning Committee. Question arose whether that was the name of the committee prior to the development of the Comprehensive Plan and establishment of a Planning Commission. Peterson noted there is funding available to assist the Town with an update to the Comprehensive Plan. The funding is \$6,000 from the LAPC and \$6,000 of in-kind services from the Mississippi River Regional Planning Commission. Helgeson and Peterson noted the Comprehensive Plan update is important since the proposed Boundary Agreement must be in line with the Plan. Knutson pointed out that the existing Comprehensive Plan has a section that lists assigned tasks... some of which have been worked on and some that have not.
8. Subdivision Ordinance Review: Goal is to review differences between Town and County ordinances, including driveway requirements and trigger for Plat/CSM.
9. Reports: None
10. Adjourn: Sleik motion to adjourn, second by Kendhammer. Meeting adjourned at 4:55 p.m.

Minutes by Christina Peterson, Administrator