

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 Draft Minutes

Date: Tuesday, April 26, 2022

Time: 4:00 p.m.

Location: Town Hall, 2800 Ward Ave, La Crosse, WI 54601

Town Officials Present: Planning Commission Chairperson Elliott Bujan, Commissioner Mike Kendhammer, Rebecca Flege, Supervisor Marlene Heal, Administrator Christina Peterson, Clerk Fortune Weaver.

Not Present: Commissioners Karen Kouba, Brian Benson, and Al Schulz.

Attendance List: Abbey Nicewander - MRRPC (Mississippi River Regional Planning Commission), Isaac Zickert (W5410 E Helke Rd).

1. Call meeting to order by Bujan at 4:02 p.m.
2. Approve 3/15/2022 Minutes. Motion by Heal to approve minutes from 3/15/2022, second by Kendhammer. Motion carried unanimously.
3. Citizens' Concerns. None.
4. Parcel 11-319-0 Certified Survey Map (CSM). Peterson provided background on the parcel and noted deed restrictions on property. Peterson noted that the landowner (Dave Gebhart) has spoken with La Crosse County Zoning. Peterson reviewed existing subdivision ordinance that lays out requirements for a CSM. Peterson believes that it meets all requirements. Kendhammer asked for clarification about easement and where the houses would be placed. Peterson explained lot split and where the lot lines would be if the CSM is granted. Peterson added that a sewer permit has been granted by City of La Crosse and Town of Shelby and reminded the Commission there is no municipal water in that area. Landowner is in the process of putting in a private well also through La Crosse County. Bujan asked about flood risks, Peterson noted areas where flooding is a concern and where potential issues could be located in the future. Peterson noted that La Crosse County has additional requirements for the placement of buildings and the proposed location is not a concern at this time. If concerns arise, the county will get involved. Peterson noted if the parcel is more than 5 acres La Crosse County requires zoning permit but not CSM or plat. Peterson noted the landowner has sectioned off 5.01 acres here, so La Crosse County does not require a CSM, but the town ordinance still applies. Peterson reiterated requirements listed in the ordinance. Peterson noted the fees that also apply in this situation. Peterson would propose \$1,400.00 because of the two buildable lots being added per Shelby ordinance. Motion by Heal to recommend to Town Board to approve CSM, seconded by Bujan. Motion carried unanimously.
5. Comprehensive Plan- Agricultural, Natural and Cultural Resources Element. Bujan requested removing "recommendations" from the introductory paragraph. Nicewander will make a change to the wording. Bujan also commented on objective numbering under Goal 2. Nicewander confirmed that change will be made.
6. Comprehensive Plan – Intergovernmental Cooperation Element. Peterson commented that Kurt Knutson, Peterson, and Tim Candahl are meeting with an attorney regarding Town Planning efforts, Peterson will follow up if there are any major changes. Bujan commented that goals are general enough that specific terms of Planning Efforts and Agreements with other municipalities will not change the goals in this chapter.

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7. Comprehensive Plan – Issues and Opportunities. Heal

commented that she enjoyed reading this section. Nicewander noted this section is the beginning of the plan and gives a nice overview of the plan. Heal asked a question about the Boundary Agreement and annexations and if that would change the numbers included in the plan. Peterson noted that it would be amended as necessary. Peterson and Kendhammer commented on State Transportation Aids received annually and how that would be affected by new development would add to miles of roads, existing homes, etc.

8. Administrator Report. Peterson noted that Heal and Peterson met with La Crosse County and discussed procedures for zoning and subdivision processes. Peterson will draft a resolution for the town board to sign. CUP and Variances town is not required to review, Peterson noted that La Crosse County likes to have town review and proposing Town of Shelby will still review and will have approved verbiage for motions and discussions that will take place.

9. Commissioners Reports. Bujan asked about status of CUP. Peterson noted went to La Crosse and was tabled. Questions about the towns review and confusion on town needing to approve. Has since been clarified that the county wants some comment or feedback from the town. La Crosse County asked us for additional review, Peterson clarified that state law requires a good reason for denial. No reason for denial from town, was communicated to La Crosse County. Substantial evidence. Peterson provided additional info on zoning district and what conditional uses are allowed. Heal asked if there is a term, there can be terms or conditions added onto the permit. Kendhammer (before Marlene) asked for background because he was absent last meeting.

10. Adjournment. Motion by Heal, second by Kendhammer to adjourn at 4:37 p.m. Motion carried unanimously.

Next Planning Commission meeting May 17, 2022, at 4:00 p.m. at Town Hall, 2800 Ward Ave.

Board of Review Meeting 4:00-6:00 p.m. on May 17, 2022, at Town Hall, 2800 Ward Ave.

Respectfully Submitted, Fortune M. Weaver, Town Clerk