

Minutes
Town of West Bend Plan Commission
Thursday April 23rd, 2020 6:30 PM
Town of West Bend Town Hall

1. Order of Business.

A. Call Meeting to Order.

Chairman Mike Holz called the first virtual meeting, accessed via Zoom and the telephone, to order about 6:30 PM. A virtual meeting was held in response to COVID-19.

B. Roll Call.

Present were commission members John Behrens, Mike Holz, Julie Ihlenfeld, Jeff Kenkel, Dave Moore, and Troy Zagel. Bob Werner was excused. Also present was Zoning Administrator Jeff Sanders, and three Town residents.

Minutes from Plan Commission Meeting 2/27/2020 were not on the agenda, and will be approved at the May 7, 2020 meeting.

3. OLD BUSINESS.

A. Discussion/Action re: Draft Updated Land Division Ordinance.

Continued discussion of Land Division Ordinance beginning with 18.5 Preliminary Plats, p.11. 18.5.01 Pre-Application is a new beneficial section for review of a preliminary plat. Codes and department names are updated throughout the ordinance. Discussed terminology in 18.8 Condominium Plats, p. 20. The term condominium is considered a standard or universal term. Condominium plats are single-family dwellings, and not apartment complexes or side-by-sides. Single-family dwellings are allowed in the Town. In addition to required paper copies, the submittal of a Certified Survey Map shall include digital copies. 18.10.03 Street and Other Public Way Design Standards, H. Private Streets, p. 27 will be removed based on Town goals as the Town will not approve private streets in the future. All new lots abut a public street. 18.10.04 Street Intersections, D. Land Access Collector Streets, p. 29 will be removed as Washington County recommends. Discussed 18.10.06 Lots, p.30, E. 2:1 ratio. Verbiage will remain as: Excessive Depths of Lots in relation to width shall be avoided and a proportion of two to one (2:1) shall be considered a desirable depth-to-width ratio under normal conditions. Consistency in reviewing depth of lots in relation to width emphasized. 2:1 ratio is common in Land Division Ordinances. 18.8.08 Storm Water Drainage Facilities, p. 35, C. adding 2 year intensities as well as 5 year intensities. Plan Commission recommends Town hire an Engineer that would review storm water when applicable. Supervisor Troy Zagel will discuss with Town Board. 18.10.03 Street and Other Public Way Design Standards, B., Temporary Termination of streets and temporary cul-de-sacs, p. 26 – discussion of design standards and drainage concerns. Temporary Cul-de-Sacs was added to Table 1, p. 26, with updated design standards. Discussion of G. Half-Streets, p. 27 – unable to create a new half-street, but this item allows for the

finishing of an existing half-street, so this item will remain as is. 18.9.05 Erosion Control allows for additional tools as it states: such erosion control may include but is not limited to the measures listed. 18.11 Definitions, item 9, Extraterritorial Plat Approval Jurisdiction. p. 44 means the City of West Bend has authority to review, and item 39. Subdivision definition has been added. Holz made a motion to approve the Land Division Ordinance and proceed to Public Hearing to be held on Thursday, May 28, 2020. The motion was seconded by Moore and passed unanimously.

5. Report from the Zoning Administrator.

Plan Commission meeting Thursday, March 26, 2020 was cancelled due to COVID-19 pandemic. Brown CSM is rescheduled to the May 7, 2020 meeting, and Lesko Conditional Use Permit Public Hearing is rescheduled to the May 28, 2020 meeting. Sanders and Zerwinski gave summary of proposed detached garage at 6181 Riesch Rd by Rick Zerwinski. No action was taken as this item was not on the agenda.

6. Adjournment.

Zagel made a motion to adjourn at 9:00 PM. The motion was seconded by Behrens and passed unanimously.

Respectfully submitted,

Julie Ihlenfeld
Plan Commission Secretary
5/6/2020