

**PLANNING COMMISSION MEETING
415 N. MILWAUKEE ST.
JANUARY 4, 2016 @ 5:30 PM
APPROVED/OFFICIAL MINUTES**

1. Planning Commission meeting was called to order at 5:30 PM by Chairman Hincz. Present: Commissioners Schmidt, Luick, Wenck, Smith, Konczal, Hardy, Atty. Dubis and residents of the Town.
2. Chairman Hincz led the Pledge of Allegiance.
3. Commissioner Luick motioned to approve the November 2, 2015 meeting minutes as presented, seconded by Commissioner Schmidt. Vote taken: 7-0. Motion carried.
4. Correspondence- None
5. Extractive Operations Permit-Chairman Hincz indicated that there were no changes in scope of operation and that there were no known issues for Payne & Dolan and Super Mix. Commissioner Schmidt motioned to recommend approval of the 2016 extractive operations permits for Payne & Dolan and Super Mix, seconded by Commissioner Konczal. Vote taken: 7-0. Motion carried.
Chairman Hincz explained that the Commission should have reviewed the documents in their packets as there was extensive recommendations of the August 10, 2015 Town Board meeting that were required of Parkview Sand & Gravel prior to being granted a conditional use permit. Chairman Hincz indicated that the first item was not correct with the 200 ft. setback, that a 50' setback was granted. Chairman Hincz reported that the Town had not received notice that any of the other requirements have been done and that they were to be completed by August 31, 2015. Lynn Luedke, 31011 High Drive, abutting neighbor to quarry, stated that he has not seen any changes, but Supervisor Gauerke and he had walked the property line and saw a few stakes. Chairman Hincz announced that they were to provide copy of documentation of current surety bond/letter of credit as well as a phasing grid or diagram of Town portion of the quarry. To date, nothing has been received. Chairman Hincz stated another condition was to stake perimeter boundaries, setback boundaries, Waterford/Rochester boundaries and phase boundaries. Town Supervisor, Dale Gauerke, announced, as Mr. Luedke had indicated, there were some stakes/markers, but appeared to be random, not anything that would indicate a perimeter or setback boundary and that there were no safety fences or warning signs. Chairman Hincz asked as far as neighbors and Supervisor Gauerke were concerned, that none of the conditions were met. Lynn Luedke and Supervisor Gauerke both agreed. Supervisor Gauerke indicated for the setbacks, a 1986 agreement was found and confirms the 50' setback on the east side to make the slope more gradual as it is quite steep, so the setbacks are as Parkview had indicated, 50' on the east, 100' on the west and 200' on the north. Commissioner Schmidt motioned to make the recommendation that an extractive operations permit NOT be issued to Parkview Sand & Gravel until the documented recommendations are met, seconded by Supervisor Wenck. Supervisor Gauerke asked if a letter would be sent to Parkview Sand & Gravel. Chairman Hincz indicated that a notice would be sent. Vote taken: 7-0. Motion carried.
6. Discussion & Possible Action Re: Changes to Pier Ordinance-Chairman Hincz indicated a lot of time has been spent looking at piers, and the ordinance is proposing to increase the fee to \$150; if a pier is not approved, applicant will be refunded \$75. If a pier is approved by the Town Board, one or two Board members will go and confirm the pier was constructed/installed as approved. Discussion took place on what constitutes quorum. Attorney Dubis indicated that notices for Planning Commission and Town Board should be changed to include quorum notices at both meetings as well as the ability for Town board to speak at Planning Commission. Commissioner Schmidt requested a disclaimer be added to the application stating a Planning Commission member has the right to access the property as well as contact the applicant. Commissioner Schmidt motioned to recommend approval of the pier ordinance, seconded by Commissioner Wenck. Vote taken: 7-0. Motion carried.
7. Shoreland Contract Report- 5940 N. River Bay Rd.

8. Announcements/Discussion- Chairman Hincz announced that County Executive Delagrave was holding a public question and answer session at the Village of Waterford on Jan. 6, 2016 from 4-6.
Chairman Hincz announced the annual Tichigan Lake Lions Club was holding its ice fishing jamboree on Jan. 9, 2016.
Chairman Hincz handed the Commission a preliminary plan for Elder Cottages to expand with a phase to include 19-single family dwellings and informed them that it may come up on a future agenda. Attorney Dubis recommended the original engineering firm be contacted to request a quote for a new CSM study.

Commissioner Hardy motioned to adjourn the meeting at 5:55 PM, seconded by Commissioner Wenck: Vote taken: 7-0. Motion carried.

Respectfully submitted,

Heather Stratton, Deputy Clerk/Treasurer