

TOWN OF RIB MOUNTAIN  
PLANNING COMMISSION MEETING  
August 26, 2020

Chairperson Jay Wittman, via GoToMeeting, called the meeting of the Plan Commission to order at 6:00 pm. Tom Steele, Mary Kate Riordan, Jim Hampton and Ryan Burnett also joined via GoToMeeting. Steve Plunkett was present, in person. Tonia Westphal was excused. Also present, in person, were Director of Community Development, Jared Wehner and Building Inspector / Assistant Zoning Administrator, Paul Kufahl.

MINUTES:

**Motion by Jim Hampton, second by Tom Steele to approve the minutes of the August 12, 2020 Plan Commission meeting.**

**Motion carried 6-0.**

OLD BUSINESS: None

PUBLIC HEARING(S):

- a. *Docket #2020-014: Discussion and recommendation on a requested Zoning Map Amendment from RR-35 Rural Residential to CR-5 Countryside Residential at 226609 Thornapple Road.*

Community Development Director, Jared Wehner, indicated this parcel is currently 14.5 acres and is zoned for a 35-acre minimum, thus the parcel is non-conforming and is unbuildable at this time. The lot was likely created by deed by prior ownership. Due to the description being over 10 acres, Marathon County Register of Deeds recorded it and created an illegal non-conforming parcel. The applicants wish to purchase the parcel to build a home and have a small hobby farm to garden and raise livestock for their own personal consumption. They are aware that husbandry requires a conditional use, which will be applied for in the future.

Megan Kurth, applicant also indicated they would like to construct a pole building to facilitate personal storage and the anticipated husbandry use.

Tom Steele verified the applicant is aware that both the husbandry use and the pole building will likely be Conditional Use applications as well.

Steve Plunkett asked if he Countryside Residential zoning would allow for the property to be subdivided further. Wehner indicated the five (5) acre minimum lot size would allow for an additional lot to be created.

Jay Wittman asked staff if it was necessary to review the Findings of Fact. Wehner noted the determination/finding of facts were presented in the packet and stated the rezone is consistent with the future land use map and maintains the desired consistency of rural residential land uses in this area.

Ryan Burnett questioned whether the property located to the east of the subject parcel had proper access via easement or road frontage. Wehner indicated the parcel has a 33 foot wide strip of land and road frontage along the north edge of the subject property.

Wittman opened the public hearing at 6:07pm. Receiving no comments, it was subsequently closed.

**Motion by Jim Hampton, second by Mary Kate Riordan to recommend approval of the requested Zoning Map Amendment from RR-35 Rural Residential to CR-5 Countryside Residential at 226609 Thornapple Road.**

**Motion carried 6-0.**

- b. Docket #2020-015: Discussion and recommendation on a requested Conditional Use Permit for a second driveway in a residential zoning district at 151010 Aster Road.*

Wehner indicated the property owner is proposing to be build an attached workshop on the west side of the home, since the workshop will not meet setbacks on the east side, where the garage is. The workshop is proposed to be served by a driveway. Without creating a driveway cutting across the front yard, a second driveway access is being requested. The property has one single-family detached home and the now-combined portion of the parcel to the west is idle. The second driveway appears that it would not be used as often as the primary driveway given the nature of the addition. Had the owner of the home not purchased the neighboring lot, a home, served by a driveway could be there instead, thus not increasing the overall number of driveways on this road.

Wittman asked the applicant what surface his current driveway is and what he plans to use for the second driveway.

James Wendling, applicant, indicated his current driveway is asphalt and would like the new driveway to be gravel.

Steele indicated the driveway location is logical given its intended use but would like to see the entire thing paved to prevent gravel from being tracked onto Aster Road. Steve Plunkett agreed.

Wittman asked if a culvert and additional ditching would be required. Wehner indicated they likely would be required given the topography of the area. Kufahl also noted that Streets and Parks Superintendent, Scott Turner, will review the driveway permit application and will prescribe a culvert size and any additional required items for the applicant.

Commissioners discussed the paving requirement highlighting the need to keep gravel and other debris off the roadway, but were understanding of the applicants request for gravel given its length and relatively low usage. Commissioners agreed that a portion, 20 to 30 feet, of the driveway should be paved, but were willing to allow the remainder in gravel.

Wittman opened the public hearing at 6:24pm. Receiving no comments, it was subsequently closed.

Burnett asked if paving of the driveway is required everywhere or if there are exceptions, because he noted a number of driveways along County Road N that are unpaved. Wehner noted that all new driveways would be required to be paved.

Plunkett, for reference, noted that two other properties near the subject property also have two (2) driveways and some appear to be gravel.

Commissioner discussed defining a paving distance, ultimately agreeing to 20 feet from the existing road edge.

Burnett asked staff to review the driveways along County Road N for compliance with the paving requirements.

**Motion by Jay Wittman, second by Tom Steele to recommend approval of the requested Conditional Use Permit for a second driveway in a residential zoning district at 151010 Aster Road, conditioned upon items identified in the packet and the first 20 feet of the driveway shall be paved with asphalt as measured from the existing road edge.**

**Motion carried 6-0.**

- c. Docket #2020-016: Discussion and recommendation on a requested Zoning Code Text Amendment for Section 17.174 Off-Street Parking and Traffic Circulation Standards; adding standards for on-site bicycle and pedestrian facilities for new non-residential development.*

Wehner stated a Town Board member would like to see language added that requires new non-residential development to add bicycle and pedestrian facilities, such as cross walks, bike racks and sidewalks. After discussion with the Plan Commission on June 24, staff has made updates to the proposed amendment, namely the addition of a landscaping requirement and ADA compliance.

Staff is recommending keeping the language simple to allow for flexibility. The language would only affect new non-residential development at this time, but should similar changes be requested for residential development, it can be addressed by modifying our subdivision ordinance.

Riordan asked the if “Inverted-U” style rack can be a long-term storage option for multi-family uses, or if there are other options available. Wehner indicated that style is more permanent as it is often mounted to the ground versus other moveable options. He also noted there are more options than the “Inverted-U” style rack and we could review the style and type as part of the site plan review.

Wittman indicated he like the idea of approving the style and type based on individual locations, primary building designs, and individual site plans.

Hampton asked if long-term bike storage for multi-family uses was intended to be outside on the bike racks provided or in tenant garage spaces. He noted that exterior storage can become unsightly. Wehner indicated it would be unlikely that tenants would not be provided garages for storage of those items and individuals would prefer to have their bikes securely stored indoors, but the Town’s nuisance ordinances could be used to enforce unsightly exterior storage if needed.

The Commission discussed the need to define bicycle and multi-family or the types of permitted vehicles that can park in the rack areas. Wehner noted that bicycles and multi-family development are currently well defined and would not include mopeds or motorcycles which typically park in designated parking spots.

The public hearing was opened at 6:44pm. Receiving no comments, it was subsequently closed.

Hampton asked for clarification on the decision regarding the Inverted-U rack requirement. Wehner noted the ordinance text would be changed to give the site plan review authority the ability to approve the style and type of rack installed.

**Motion by Jim Hampton, second by Mary Kate Riordan to recommend approval of the Zoning Code Text Amendment for Section 17.174 Off-Street Parking and Traffic Circulation Standards; adding standards for on-site bicycle and pedestrian facilities for new non-residential development and giving the Site Plan review authority the ability to approve of the style and type of bike racks used.**

**Motion carried 6-0.**

NEW BUSINESS: None

CORRESPONDENCE / QUESTIONS / TOWN BOARD UPDATE:

Wehner noted there is an interested tenant for the vacant Gordman's space. The new tenant would use the entire 60,000 square foot space.

He also noted the next meeting will include review of a proposed TIF district which includes properties from Menton to Parrot and Rib Mountain Drive to Swan that will help with future infrastructure improvements that will be needed as those areas redevelop. The Commission briefly discussed the potential impact to tax payers, the role of the Joint Review Board, and what could happen should the area not develop to the level anticipated.

PUBLIC COMMENT: None Received

ADJOURN:

**Motion by Tom Steele, second by Steve Plunkett to adjourn the Plan Commission Meeting.**

**Motion carried 6-0. Meeting adjourned at 6:55pm.**

Respectfully Submitted,

Paul Kufahl, Building Inspector / Assistant Zoning Administrator