

# Concord Planning Committee Agenda/Minutes 2014

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**March 25, 2014 Agenda**

**TOWN OF CONCORD PLAN COMMISSION  
MEETING AGENDA  
TUESDAY  
March 25, 2014**

**LOCATION:** TOWN OF CONCORD COMMUNITY CENTER  
W1095 CONCORD CENTER DRIVE

**TIME:** 7:00 P.M.

**AGENDA**

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from December 3, 2013
4. Mark Redmond, W326 USH 18, is requesting approval to rezone a 4 acre parcel # 006-0716-3634-001 from A-1 to A-3 to comply with current Jefferson County zoning regulations.
5. New business
6. Adjournment

There may be at least two town board supervisors in attendance.

## **March 25, 2014 Minutes**

**March 25, 2014**

The meeting was called to order at 7:00 p.m. with Jim Gilbert, Lloyd Zastrow, Sally Williams, Carole Hoffmeister , and Laura Callison present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gilbert made a motion to approve the minutes from the December 3, 2013 meeting seconded by Laura Callison and carried.

1. Mark Redmond, W326 USH 18, requested approval to rezone a 4 acre parcel # 006-0716-3634-001 from A-1 to A-3 to comply with current Jefferson County zoning regulations.

In July 2013, Mr. Redmond purchased 3 acres of A-1 land from parcel # 006-0716-3634-000. This 3 acres was adjacent to his existing 1 acre A-1 parcel and created a 4 acre A-1 parcel. Mr. Redmond was subsequently notified by the County that in order to comply with the county zoning ordinance section 11.04(f)6, the newly formed 4 acre parcel must be rezoned to A-3. Sally Williams made a motion to recommend approval of the rezoning request, seconded by Carole Hoffmeister and carried.

There was no new business.

Jim Gilbert made a motion to adjourn, seconded by Laura Callison and carried.

Respectfully submitted, Sally Williams, secretary

May 27, 2014 Agenda

**TUESDAY**  
**May 27, 2014**

**LOCATION:** TOWN OF CONCORD COMMUNITY CENTER  
W1095 CONCORD CENTER DRIVE

**TIME:** 7:00 P.M.

**AGENDA**

- 1.** Roll Call
- 2.** Verify compliance with open meetings law
- 3.** Review and approval of minutes from March 25, 2014
- 4.** Robert Muchka is requesting review and approval of a Preliminary CSM to split a 12 acre parcel @ W1342 CTH B parcel #'s 006-0716-1641-002,-003, & -001 in Community zoning into 3 parcels. He is also requesting an amendment to his conditional use permit already granted for his business to include a well and septic on the site (parcel# 006-0715-1641-001).
- 5.** New business
- 6.** Adjournment

There may be at least two town board supervisors in attendance.

**May 27, 2014 Minutes**

**TOWN OF CONCORD PLAN COMMISSION MINUTES**

**May 27, 2014**

The meeting was called to order at 7:00 p.m. with Jim Gilbert, Lloyd Zastrow, Sally Williams, Carole Hoffmeister , and Laura Callison present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gilbert made a motion to approve the minutes from the March 25, 2014 meeting seconded by Carole Hoffmeister and carried.

1. Robert Muchka requested review and approval of a Preliminary CSM to split a 12 acre parcel @ W1342 CTH B parcel #'s 006-0716-1641-002,-003, & -001 in Community zoning into 3 parcels. Lot 1 would be 3.4778 acres and would contain the well and septic business for which Mr. Muchka has already been issued a conditional use permit. Lot 2 would be 3.0149 acres and would contain the original house. Lot 3 is currently empty and would be 6.0025 acres. Mr. Muchka also requested an amendment to his conditional use permit already granted for his business to include a well and septic on the site (parcel# 006-0715-1641-001).

Sally Williams made a motion to recommend approval of the lot splits and the amendment to the conditional use permit seconded by Laura Callison and carried.

There was no new business.

Jim Gilbert made a motion to adjourn, seconded by Carole Hoffmeister and carried.

Respectfully submitted, Sally Williams, secretary

## **August 26, 2014 Agenda**

LOCATION: TOWN OF CONCORD COMMUNITY CENTER  
W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M.

### AGENDA

- 1.** Roll Call
- 2.** Verify compliance with open meetings law
- 3.** Review and approval of minutes from May 27, 2014
- 4.** John & Dee Winkelman, N7348 CTH P, Watertown, are requesting review and approval of a preliminary CSM to create a 1.6 acre A-3 lot and a 20.1 acre Natural resource parcel from A-1 parent parcel #006-0716-0822-000 across from N6825 Hillside Dr.
- 5.** Dennis & Patti Loppnow, W1555 Northside Dr, are requesting review and approval of a preliminary CSM to create a 4.3 acre A-3 lot and a 5.1 acre Natural resource parcel from a 40 acre A-1 parent parcel #006-0716-0421-000 .
- 6.** Prospective business owner would like to address the Plan Commission regarding potential business uses of 6 acre site in the hamlet west of 1342 CTH-B.
- 7.** New business
- 8.** Adjournment

There may be at least two town board supervisors in attendance.

## **August 26, 2014 Minutes**

### **TOWN OF CONCORD PLAN COMMISSION MINUTES August 26, 2014**

The meeting was called to order at 7:00 p.m. with Jim Gilbert, Lloyd Zastrow, Sally Williams, Carole Hoffmeister, and Laura Callison present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gilbert made a motion to approve the minutes from the May 27, 2014 meeting seconded by Laura Callison and carried.

1. John & Dee Winkelman, N7348 CTH P, Watertown, requested review and approval of a preliminary CSM to create a 1.6 acre A-3 lot and a 20.1 acre Natural resource parcel from A-1 parent parcel #006-0716-0822-000 across from N6825 Hillside Dr.

Jim Gilbert made a motion to recommend approval of the preliminary CSM seconded by Sally Williams and carried.

2. Dennis & Patti Loppnow, W1555 Northside Dr, requested review and approval of a preliminary CSM to create a 4.3 acre A-3 lot and a 5.1 acre Natural resource parcel from a 40 acre A-1 parent parcel #006-0716-0421-000. On the advice of the County Zoning Office, the size of the A-3 lot would freeze the parent parcel and prevent the creation of future A-3 lots from that parent parcel.

Sally Williams made a motion to recommend approval of the preliminary CSM seconded by Carole Hoffmeister and carried.

There was no new business.

Laura Callison made a motion to adjourn, seconded by Carole Hoffmeister and carried.

Respectfully submitted, Sally Williams, secretary

September 26, 2014 – Agenda

**TOWN OF CONCORD PLAN COMMISSION**

**MEETING AGENDA  
FRIDAY  
September 26, 2014**

**LOCATION:** TOWN OF CONCORD COMMUNITY CENTER  
W1095 CONCORD CENTER DRIVE

**TIME:** 7:30 P.M.

**AGENDA**

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from August 26, 2014
4. HAF Golden Acres, LLC, is requesting rezoning of a ½ acre parcel, #006-0716-3634-004, lot 1, from A-3 to A-1.
5. New business
6. Adjournment

There may be at least two town board supervisors in attendance.



**September 26, 2014 – Minutes (missing)**

October 28, 2014 – Agenda

**TOWN OF CONCORD PLAN COMMISSION  
MEETING AGENDA  
TUESDAY  
October 28, 2014**

**LOCATION:** TOWN OF CONCORD COMMUNITY CENTER  
W1095 CONCORD CENTER DRIVE

**TIME:** 7:00 P.M.

**AGENDA**

7. Roll Call
8. Verify compliance with open meetings law
9. Review and approval of minutes from September 26, 2014
10. Michael & Kim Herro, are requesting a variance to construct a screen room at less than the required setbacks at N5375 Golden Lake Park Rd.(parcel # 006-0716-2543-000) They are also requesting a variance to continue using a driveway through their property @ N5375 Golden Lake Park Rd. to access their adjoining homesite at N5391 Golden Lake Park Rd.(parcel# 006-0716-2543-002)
11. Jacob Kelchner, W1536 CTH-B, is requesting a conditional use permit for a home occupation to operate a heating & cooling business from his property.
12. New business
13. Adjournment

There may be at least two town board supervisors in attendance.

## **October 28, 2014 - Minutes**

### **TOWN OF CONCORD PLAN COMMISSION MINUTES OCTOBER 28, 2014**

The meeting was called to order at 7:00 p.m. with Jim Gilbert, Lloyd Zastrow, Sally Williams, Carole Hoffmeister , and Laura Callison present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gilbert made a motion to approve the minutes from the September 26, 2014 meeting seconded by Laura Callison. Motion passed.

**1.** Michael & Kim Herro, requested a variance to construct a screen room at less than the required setbacks at N5375 Golden Lake Park Rd.(parcel # 006-0716-2543-000). The screen room is replacing an existing deck and the footprint will be the same. The required setback is 85' and the setback of the screen porch will be 73' at its closest point to the road. Sally Williams made a motion to recommend approval of the variance, seconded by Jim gilbert. Motion passed.

Mike and Kim also requested a variance to continue using a driveway through their property @ N5375 Golden Lake Park Rd. to access their adjoining homesite at N5391 Golden Lake Park Rd.(parcel# 006-0716-2543-002). They have been using this driveway for the past 8 years. Sally Williams made a motion to recommend approval of the variance, seconded by Laura Callison. Motion passed.

**2.** Jacob Kelchner, W1536 CTH-B, requested a conditional use permit for a home occupation to operate a heating & cooling business from his property. The business has been in operation for about 25 years. Jacob lives on the property and employs his father and brother. The work is done off the premises but Jacob would like to use a 30' x 40' building on the property for storage of business materials. He also has 2 business vehicles that he would park on the property. Jim Gilbert made a motion to recommend approval of the conditional use permit, seconded by Carole Hoffmeister. Motion passed.

There was no new business.

Jim Gilbert made a motion to adjourn, seconded by Carole Hoffmeister. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

**November 25, 2014 Agenda**

TOWN OF CONCORD PLAN COMMISSION

MEETING AGENDA

TUESDAY

November 25, 2014

LOCATION: TOWN OF CONCORD COMMUNITY CENTER

W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M.

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from October 28, 2014
4. Joe Kelly, N5806 Pioneer Rd., is requesting a review and approval of a preliminary CSM to create a 2 acre A-3 lot adjoining his property. The lot would be created from the adjoining property at N 5816 Pioneer Dr.
5. New business
6. Adjournment

There may be at least two town board supervisors in attendance.

## **November 25, 2014 Minutes**

### **TOWN OF CONCORD PLAN COMMISSION MINUTES**

November 25, 2014

The meeting was called to order at 7:00 p.m. with Jim Gilbert, Lloyd Zastrow, Sally Williams, Carole Hoffmeister , and Laura Callison present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gilbert made a motion to approve the minutes from the October 28, 2014 meeting seconded by Carole Hoffmeister. Motion passed.

**1.** Joe Kelly, N5806 Pioneer Rd., requested review and approval of a preliminary CSM to create a 2 acre A-3 lot adjoining his property. The lot would be created from the adjoining property at N 5816 Pioneer Dr. This new lot would negate a previously approved 2 acre A-3 lot (#006-0716-2044-002) and create a new 2 acre A-3 lot which would be combined as a single parcel with Mr. Kelly's existing 1 acre A-3 lot (# 006-0716-2041-003). The parent parcel (006-0716-2044-000) is currently frozen for further splits and would remain so. Jim Gilbert moved to approve the request seconded by Laura Callison. Motion carried.

The December meeting will be held Dec. 16 instead of Dec. 23.

Sally Williams made a motion to adjourn, seconded by Carole Hoffmeister. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

**December 16, 2014 Agenda**

TOWN OF CONCORD PLAN COMMISSION

MEETING AGENDA

TUESDAY

December 16, 2014

LOCATION: TOWN OF CONCORD COMMUNITY CENTER

W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M.

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from November 25, 2014
4. Joe Kelly, N5806 Pioneer Rd., is requesting a conditional use permit for a home occupation
5. New business
6. Adjournment

There may be at least two town board supervisors in attendance.

## **December 16, 2014 Minutes**

### **TOWN OF CONCORD PLAN COMMISSION MINUTES December 16, 2014**

The meeting was called to order at 7:00 p.m. with Jim Gilbert, Lloyd Zastrow, Sally Williams, Carole Hoffmeister , and Laura Callison present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gilbert made a motion to approve the minutes from the November 25, 2014 meeting seconded by Laura Callison. Motion passed.

**1.** Joe Kelly, N5806 Pioneer Rd., requested a conditional use permit for a home occupation. He would like to run a small welding business. The business would be operated in an existing 30 x 56 outbuilding on the property. There would be no outdoor storage of equipment and no additional parking needed. Jim Gilbert motioned to recommend approval of the conditional use permit, seconded by Carole Hoffmeister, Motion passed.

Jim Gilbert made a motion to adjourn, seconded by Laura Callison. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary