

Gilman Plan Committee Minutes
October 19, 2010

A meeting of the Gilman Plan Committee was called to order at 7:00 p.m. by Chairperson Tom Rauch. Present at the meeting were Chairperson Tom Rauch, Secretary Tracy Peterson, and Lorne Hanson.

September 21 minutes approved

Tom raised discussion on the subject of protecting natural resources. He mainly referred to the storm water management plan and erosion control checklist of the county. After going through the information it shows the county's checklist has solid guidelines in their subdivision ordinance; something close to what we want to follow. This information can be found on the Pierce County website under Pierce County Code Chapter 237 under Subdivision Ordinance. We will keep this in mind as we read more about neighboring towns.

Tracy touched base on utilities and how it would be nice to keep all electrical wiring underground.

Tom raised another issue related to runoff. We may need to look into leveling of land to take slope down. We need to educate ourselves and get an update on this.

There will not be any meetings of the Plan Committee in November or December 2010. We will meet again in January 2012 to continue review of other subdivision ordinances and their specific provisions.

Submitted by,
Tracy Peterson

Gilman Plan Committee Minutes
September 21, 2010

A meeting of the Gilman Plan Committee was called to order at 7:00 p.m. by Chairperson Tom Rauch. Present at the meeting were Chairperson Tom Rauch, Vice Chair Caroljean Coventree, Secretary Tracy Peterson, and Lorne Hanson.

Minutes from July 13 and August 10 were approved.

Discussion on how to fill Renne Soberg's seat. He has moved away and his seat needs to be filled for there is a requirement of having 5 active members. Lorne is the Town Chairman and is the individual who can pick the person to fill his seat for the duration of Renne's original term.

Lorne had received an updated proposal for the County land subdivision ordinance. It is located on the County's website under, County Land Management Committee. We will look at it to review their criteria and get an understanding of how it can compare to our thoughts of how we would like Gilmans to be.

Tom looked up information on the County's surface drainage water standards under Article 5 237-27. He found the Pierce County Land Conservation Department's storm water management plan and erosion checklist. Tom to email this checklist to each Plan Committee team member. Tom is also to ask Andy Pichotta about getting the rough draft of the storm sediment and erosion ordinance.

Lorne had a question wondering who is liable for a failed septic system in the township. The answer is the homeowner. Whether it is 1 house on 20 acres, or 16 houses on 16 different lots within a development and a septic system failed on a house, it is the homeowner who needs to pay to fix and make the situation right. Neither the County nor the Township is liable.

Tracy to contact Andy Pichotta and ask, when a house does have a septic issue and that issue somehow pollutes the aquifer that not only that house but many other houses share, can anyone of the neighbors sue the homeowner who ruined the aquifer?

Caroljean handed out information from a listing of issues addressed in the Gilman Comprehensive Plan that could be used in our subdivision ordinance.

We divided that draft up to review against the County's plan.

Caroljean - Transportation & housing, Tracy - Utilities, Tom- Water Issues & housing, Lorne - Infrastructure

Submitted by,
Tracy Peterson

Gilman Plan Committee Minutes
August 10, 2010

A meeting of the Gilman Plan Committee was called to order at 7:00 p.m. by Chairperson Tom Rauch. Present at the meeting were Vice Chair Caroljean Coventree, Secretary Tracy Peterson, Lorne Hanson, Renne Soberg, Casey Madsen,

July 13 minutes in process

Defining ways and reasons why we would want to start a subdivision ordinance. Going through several things in the Comprehensive Plan we found many things relating to subdivision ordinances. A few examples are addressing standards for topographical drainage conditions, handling traffic congestion, travel patterns, road maintenance, and preserving prime farmland.

We would want all roads to be up to town standards before a subdivision could even be built. If 1 house was built the average increase for road traffic would be another 9 cars per day.

Tom will look into the county surface drainage water standards Article 5 237-27

Lorne to look into septic systems and find out all that he can to give us more clarity on how they will perform out in the country with several houses near one another.

Renne to read about preserving farmland, preservation of steep slopes, surface and ground water, woodlands and wetlands all from Troy Townships comprehensive plan.

Caroljean to read Cliftons subdivision ordinance and also to look into River Falls comprehensive plan and see how they define farmland.

Submitted by,

Tracy Peterson

Gilman Plan Committee Minutes
July 13, 2009

A meeting of the Gilman Plan Committee was called to order at 7:00 p.m. by Chairperson Tom Rauch. Present at the meeting were Chairperson Tom Rauch, Vice Chair Caroljean Coventree, Secretary Tracy Peterson, Lorne Hanson, and Renne Soberg.

June 1 minutes approved

Andy Pichotta was present to give advice and answer questions related to creating a subdivision ordinance.

Andy mentioned that suitability of land for subdivisions would be a character of the land giving people the knowledge of what they can do with that land. He also mentioned that we must always be consistent with approaches to each individual case when things are brought forth. A way to keep control of too much growth at one time would be to limit 5 or more lots within a 5 year period.

A question of how long does an ordinance stay in affect was asked and Andy said that it is up to the Town Board/Plan Commission to decide the duration of time.

Andy mentioned that if we do decide to create a subdivision ordinance that we should adopt a simple ordinance. Once we get our hands around it we can adopt an ordinance that deals more with what we are looking for in our township in more detail.

Andy advised that if a contractor builds a subdivision and we have an ordinance that has rules that need to be followed, we should meet and discuss the plan before building. Though if a developer may sell the development before it is built and a new developer takes over, the plan may change. We need to be aware of any changes through out the entire build process that conflict with any agreements between the township and the developer.

Submitted by,

Tracy Peterson

Gilman Plan Committee Minutes
June 1, 2010

A meeting of the Gilman Plan Committee was called to order at 7:00 p.m. by Chairperson Tom Rauch. Present at the meeting were Chairperson Tom Rauch, Secretary Tracy Peterson, Renne Soberg and Lorne Hanson.

Discussion about creating a subdivision ordinance and weighing in on the pros/cons to making our own. Deciding we need more insight from Andy Pichotta about this topic, Tom will be contacting Andy to present information regarding the county's subdivision ordinance as well as give advice whether or not to continue forward with creating our own.

Tracy to look into Troy Township's subdivision ordinance to get ideas.

Plan committee to look at other existing subdivision ordinances and get more ideas. We will be looking for items that relate to our own township and to see how other ordinances state their plan either being general or a mandated item.

Submitted by,
Tracy Peterson

Gilman Plan Committee Minutes
March 9, 2010

A meeting of the Gilman Plan Committee was called to order at 7:00 p.m. by Chairperson Tom Rauch. Present at the meeting were Chairperson Tom Rauch, Vice Chair Caroljean Coventree, Secretary Tracy Peterson, Lorne Hanson, and Renne Soberg.

February 17 minutes approved

Lorne brought up the suggestion box comment from the last meeting and he will bring it to the board members on the next board meeting to discuss how it will be dealt with.

The planning committee all agreed to recommend that the Town board members vote “Yes” and sign the application for the conditional use permit for the business expansion of “My Coffee Barn”. Referencing from the Town of Gilman’s comprehensive plan we have found that there are several areas where this business will do good for the township.

Key points are as follows - On page 6, under Issues and Opportunities regarding #3 - Employment opportunities: We need greater local employment opportunities. On page 46, under Economic Development Objectives regarding #2 - Promote recreation, tourism, and other small businesses which can operate while maintaining a clean rural environment. Lastly, on page 47, under Recommendations/Policies regarding #1 - A-D.

- A. Directing commercial or industrial development to areas having access to major roads such as highways 29 and 63.
- B. Avoiding encroachment of such development into actively farmed areas.
- C. Minimizing environmental impacts of proposed developments, with special consideration given to more environmentally sensitive areas, such as sites adjacent to waterways or sites with steep, highly erodible terrain.
- D. Minimizing possible conflicts of proposed land use with neighboring properties.

Neighboring towns comprehensive plans are on C.D’s where we can read and see if there are any issues comparing our plan to theirs. We need to look at Martell’s plan which we just received and also Spring Lake’s.

Reviewed a model of a subdivision plan from Andy Pichotta. We also divided other models of subdivision plans so the planning committee can read and gather information. The other models are from UW-Stevens Point, and Oak Grove.

Next meeting to be on April 7 where the planning committee will discuss to either recommend or not recommend ATV road use to the Town board.

Submitted by,
Tracy Peterson

Gilman Plan Committee Minutes
February 17, 2010

A meeting of the Gilman Plan Committee was called to order at 7:00 p.m. by Chairperson Tom Rauch. Present at the meeting were Chairperson Tom Rauch, Secretary Tracy Peterson, Lorne Hanson, Renne Soberg, Andrea Weiland, and Pete Esanbock.

Pete Esanbock came forward informing the plan commission about his business plan for his coffee roasting operation. He is going to expand into his old Dairy Barn after the state food preparation standards are followed. After this, he wishes to expand his retail wall in coffee roasting equipment and coffee. He says currently, there have not been any complaints by any neighbors regarding the business he currently has and he also does not feel that the roads will not see anymore traffic than normal. Pete was asked by the Town Board to inform the plan commission about his business plans so the commission can determine whether or not they would recommend a conditional use permit at N8387 County Road I in the Town of Gilman for this coffee roasting operation.

The Town Board meeting on March 10 will be the day the board will make a decision based upon the planning commissions suggestions to issue a conditional use permit or not.

Lorne brought the CD version of the comprehensive plan for the Town of El Paso, Spring Valley, and for Pierce County. The plan commission is to look over and determine if there are any conflicts from the Town of Gilman's plan and these 2 plans.

Andrea Weiland presented information regarding ATV safety issues.

Andrea also asked the plan commission to develop a complaints suggestion box for people to place complaints without having to actually talk to someone in fear of retaliation from an outside party whom this complaint may affect.

Brad Ray from Pierce county land management wrote a letter regarding the placement of telephone poles that would deliver high speed internet to the area. His letter is requesting permission to place these poles in the ditches along county roads. A suggestion will be given to the Town Board.

Tom to contact Andy Pichotta for information on a model for subdivision ordinances.

Next meeting March 9, 2010 which will cover a model for subdivision ordinances, coming to a conclusion for a recommendation to the Town Board regarding ATV's being able to drive on all roads within the Gilman Township.

Submitted by,
Tracy Peterson

Gilman Town Plan Commission – Meeting Minutes
Thursday, March 29, 2012

A meeting was called to order at 7:00 PM to continue work on the Gilman draft subdivision ordinance (SDO). The purpose was to make final revisions to the draft SDO, before submission to the Gilman Town Board.

Members present were Chairman Tom Rauch, Vice Chair Caroljean Coventree, Secretary John Lenarz and Lorne Hanson.

After the last meeting (March 8) as agreed, John reworked Article IV Design Standards / Section 1 - Road and Access Standards, using his notes from that meeting. A revised draft SDO was then circulated via email.

At the March 29 meeting, we reviewed the entire document. We made a few minor changes, including correction of typographic errors, wording clarifications (e.g. “board supervisor” vs. “board member”) and corrections to paragraph references. No substantial changes were made to the content.

We feel that we have completed our assignment. The draft SDO we have produced is the result of research, listening to the Town Board’s desires, discussions of our Township’s unique characteristics and review by other stakeholders, including County officials. The document is ready for the Gilman Town Board to review and take action on.

Caroljean will incorporate the suggested changes from tonight’s meeting into the final revised draft SDO and circulate it to Plan Commission members via email. Tom will then forward a copy of the final draft document to the Town Board Members with a cover letter / statement.

Respectfully submitted,

John Lenarz, Secretary.

Gilman Town Plan Commission – Meeting Minutes

October 10, 2011

A meeting was called to order at 7:00 PM to finalize the draft subdivision ordinance (SDO) for our Township. We will submit the draft to the Gilman Town Board in time for discussion at their regular October meeting (10/12/11). This has been our acknowledged target for the last several months – not the September meeting as previously stated.

Members present were Chairman Tom Rauch and Vice Chair Caroljean Coventree as well as Lorne Hanson and John Lenarz.

Caroljean circulated a revised draft (to the Plan Commission members via email on Sept 10) containing changes from our August meeting. Some comments were emailed back to her in response; other comments are being shared at this meeting.

Again, we discussed the difficulty of describing within our document the circumstances / prescribed actions of every hypothetical case... and again we concluded that the best SDO will describe the intent of Town policy, but leave it up to the reasonable judgment of our Board of Supervisors to determine the fine points of compliance with subdivision development proposals as they occur.

A few typos were corrected and we attempted to clarify language, notably in the sections regarding inspection reports and minimum lot sizes.

Lorne expressed the complications that arise when new subdivision roads are not paved and the Town Board is petitioned to dedicate and/or maintain said roads. After some discussion we agreed to include a provision for paving with hot mix - as well as laying down the prescribed foundation materials / layers on all new subdivision roads. This will be in our draft (section 8C) for submission to the board.

Again Caroljean has edited the draft at this meeting. She will complete the edits soon and email the new draft to Plan Commission members as well as to Town Board members.

Tom and John will attend the Town Board meeting on Wednesday; Tom will present and answer questions posed. Also, we will prepare a nominal list of various provisions that are / are not included so far in our SDO - to help our supervisors gauge the completeness of our document and determine the next steps for our process.

Respectfully submitted

John Lenarz, Member

Gilman Town Plan Commission – Meeting Minutes August 25, 2011

A meeting was called to order at 7:00 PM to continue work on a draft subdivision ordinance (SDO) for Gilman Township. Members present were Chairman Tom Rauch and Vice Chair Caroljean Coventree , Lorne Hanson and John Lenarz.

Caroljean has started and circulated (to plan commission membership via email on August 22) a bare bones draft containing the sections and provisions we have discussed to date. The Oak Grove Township and Clifton Township SDOs were used as examples in creating this draft.

At this meeting we went over that circulated draft, section by section, commenting on the intent and language of the document. We reviewed the Gilman Town Private Road Ordinance (2002-2) so as to mesh the new draft SDO with the existing ordinance.

We discussed numerous details - from content (what to include and what not to include) to process (how everything works, who does what / when). The overall focus was guidance of future development activities in light of the goals in our comprehensive plan, especially protection of health and welfare of citizens and preservation of prime farmland. Some of the suggested changes at this meeting:

- Adding an inspection clause to the road standards section.
- Adjusting the periods of time for review of plats.
- Including comments on central well systems, as applicable to cluster housing (a topic included in the Pierce County zoning ordinance).

We discussed the impossibility of describing every hypothetical case within the document. Instead, the document should describe the basic intent of having a subdivision ordinance and our Board of Supervisors should have the final say in determining, consistently, the compliance of proposed developments with our ordinance.

We are hoping to have a SDO that results in acceptable development and can evolve and withstand challenges over time - to serve our citizens. As expressed by our supervisors, we want to be fairly explicit on how subdivision roads are developed but we should also be conscious of document length and be concise.

Caroljean has made some of the editing changes on her laptop during the meeting. She will complete the other suggested changes and circulate the next draft, via email, after this meeting.

Respectfully submitted

John Lenarz, Member

Gilman Town Plan Commission – Meeting Minutes May 26, 2011

A meeting to further develop a draft subdivision ordinance (SDO) for the Town of Gilman was held, and called to order at 7:00 PM.

Members present were Chairman Tom Rauch and Vice Chair Caroljean Coventree as well as Tracy Peterson and John Lenarz.

Tracy informed us that he will need to resign the Commission, given his new family commitments. John agreed to take notes.

Then we commenced our discussions of what to include in the draft SDO.

It was mentioned that Jim Traynor wants a basic subdivision ordinance like the county, except for a few provisions where Gilman might have reason to be more restrictive.

We discussed a roads document for Oak Grove. (Article 54 section 18.25 Road and Access Standards). We should mimic these standards.

Tom will review the Gilman Comprehensive Plan and summarize for our next meeting items we might want to address in the SDO.

John brought up some points and will send Caroljean the highlighted sections of text - pertaining to possible inclusions in our SDO - from the 7th chapter of Brian Ohm's book Guide to Community Planning in Wisconsin. Most of these relate to required improvements and how they are financed.

Caroljean distributed a document containing a review of the Pierce County Subdivision Ordinance for text pertaining to protection of Ag Lands. She also handed out copies of the Town of Clifton SDO.

Before next meeting, Caroljean will start the draft SDO for Gilman - by typing up a shell with procedural text and some provisions.

Tom and John will also be looking at SDOs for Clifton, Troy (if available) and Oak Grove Townships, for relevant material.

We should refer to our (Gilman) road ordinance too.

Due to travel plans for various members, we won't meet again until Thursday, July 28.

Respectfully submitted

John Lenarz, Member

Gilman Plan Committee Minutes
April 28, 2011

A meeting of the Gilman Plan Committee was called to order at 7:00 p.m. by Chairperson Tom Rauch. Present at the meeting were Chairperson Tom Rauch, Vice Chair Caroljean Coventree, Secretary Tracy Peterson, and John Lenarz.

March 10, 2011 minutes approved with some minor changes.

John read into the book "Guide to community planning in Wisconsin" and found that the book states many different reasons why towns should create subdivision ordinances. A couple of suggestions are as follows: it shows developers who have interest to build what the game plan is and what the rules are before starting a development, it gives the Town Board consistent standards and makes it easier for the Board to review plats; and it gives the Town Board grounds and guides to stand on during any negotiations.

We read through Caroljean's rough draft of the subdivision ordinance sections that are discussed in our Comprehensive Plan and not explicitly dealt with in the Pierce County Subdivision Ordinance. Caroljean will revise this based on tonight's discussion and get it sent out to Planning members before the next Town Board meeting.

Tom will review the River Falls, Troy, and Dunn townships to get ideas from their subdivision ordinances.

Tracy to contact Andy Pichotta and find out what the cost savings is to a township who has a well written subdivision ordinance.

Tom will lead the presentation by the Planning Commission to the Town Board regarding our recommendation that the township have a subdivision ordinance at the next Town Board meeting.

Submitted by,
Tracy Peterson

Gilman Plan Committee Minutes
March 10, 2011

A meeting of the Gilman Plan Committee was called to order at 7:00 p.m. by Chairperson Tom Rauch. Present at the meeting were Chairperson Tom Rauch, Vice Chair Caroljean Coventree, Secretary Tracy Peterson, Lorne Hanson, and John Lenarz

January 25, 2011 minutes approved

Lorne brought some questions from the Town Board regarding whether or not the Plan Committee should continue developing a subdivision ordinance.

Lorne asked who would be the one who is entitled to make the decision if land is suitable for building or not. The Planning Committee is to recommend and the Town Board makes the decision with the help of experts.

Lorne said another question might be the possibility of getting sued when a subdivision ordinance is created. What can we do as a town to enforce rules but yet not get sued if there is someone who feels they are not being treated fairly? Caroljean noted that if Town Board makes a rational decision within the scope of its powers, such a decision will generally be upheld. Lawsuits are very rare. If a dispute arises, the Town Board can always negotiate, get professional opinions, or back off as they see fit.

Benefits to creating a subdivision ordinance are that we get a seat at the table when the county is making changes that would affect the town directly. If there are Town costs associated with a development by a developer we can pass the costs to that developer. Also it would allow us to be able to say what we want in our community; examples are; preserving natural resources, farmland and groundwater not to mention many other things.

Tasks before next meeting: Tom to talk with board members from townships with subdivision ordinances to get their views on developing a subdivision ordinance. Tracy and John to search for pros and cons regarding a subdivision ordinance. Caroljean to begin drafting a subdivision ordinance.

The next plan commission meeting is March 28 and we will discuss what we want to present to the Town Board in May when we ask whether they want us to go ahead and draft a subdivision ordinance.

Submitted by:
Tracy Peterson

Gilman Plan Committee Minutes
January 25, 2011

A meeting of the Gilman Plan Committee was called to order at 7:00 p.m. by Chairperson Tom Rauch. Present at the meeting were Chairperson Tom Rauch, Vice Chairperson Caroljean Coventree, Secretary Tracy Peterson, and Lorne Hanson.

October 19, 2010 minutes approved

Caroljean read through the "Review of Pierce County Subdivision Ordinance for protection of agricultural lands" and typed a list of certain points of pros and cons when that ordinance was compared to the Gilman comprehensive plans ideas pertaining to subdivisions. It was handed out for reference.

Pierce County has until the end of 2012 to create a farmland preservation plan and then an ordinance. This is part of the Working Lands Initiative. It has to be certified by interstate commerce and trade. A tax credit is possible for those selected by the county if this is passed. This law may be affected by the new legislature and governor who have just taken office.

The farmland preservation plan tax credit is for farmers who have produced gross farm revenue of at least \$6,000 in the preceding year (or \$18,000 over the last three years), if that farm is covered by a certified farmland preservation zoning ordinance or an individual farmland preservation agreement at the end of the tax year for which the credit is claimed. The tax credit is paid as a flat amount per acre, depending on whether the farm is covered by an agreement (\$5 per acre), a zoning ordinance (\$7.50 per acre), or both (\$10 per acre). There is no minimum or maximum acreage requirement.

Caroljean to find out from Andy Pichotta if a township can buy building rights from landowners to prevent houses from being built in a specific location.

Within transportation criteria, towns have their own street requirements that are not guided by the county.

Caroljean handed out the Clifton subdivision ordinance for review.

Tracy to make copies of the "Working Lands Myth Busters" handout Caroljean received from the seminar on the working lands initiative and give to each team member before next meeting.

It was agreed that there will be a meeting held on the fourth Thursday of each month at the Gilman Town Hall at 7:00pm

Submitted by,
Tracy Peterson

Gilman Town Plan Commission – Meeting Minutes
Thursday, March 08, 2012

A meeting was called to order at 7:00 PM to continue work on the Gilman draft subdivision ordinance (SDO). The purpose was to continue revisions that were initiated at the March 1st meeting.

Members present were Chairman Tom Rauch, Secretary John Lenarz and Lorne Hanson.

Since our last meeting Caroljean Coventree, our Plan Commission Vice Chair, drafted a new version of the SDO incorporating our agreed changes and emailed it to us all. But, she could not attend this (March 8th) meeting.

We reworded some minor sections, for clarity. Then we discussed significant changes, as follows:

Article IV – Design Standards / Section 4 Central Water Distribution. We agreed to remove this section, given advice that it is likely to be ignored and is probably legally unenforceable.

Article IV – Design Standards / Section 1 Road and Access Standards

We went over a number of possible changes which John noted. It became apparent after some time that this section would need more attention than we had time for at this meeting.

John agreed to rework Article IV from his notes and distribute a new draft for further discussion.

We will need to meet again and agree on any revisions as a committee before submitting a draft to the Town Board for discussion at their regular meeting.

Respectfully submitted,

John Lenarz, Secretary.

Gilman Town Plan Commission – Meeting Minutes
Thursday, March 01, 2012

A meeting was called to order at 7:00 PM to continue work on the Gilman draft subdivision ordinance (SDO). The meeting scheduled for February 23rd was cancelled because of a lack of public notice; so we met March 1st instead.

Members present were Chairman Tom Rauch and Vice Chair Caroljean Coventree as well as Lorne Hanson and John Lenarz.

Earlier the same day, Tom and Caroljean met with Andy Pichotta, Director of the Pierce County Department of Land management for what we expected would be a quick review of recent revisions to the draft SDO. However, Andy strongly suggested that we overhaul the draft at this point, and model it on the Trenton Township SDO. Andy spent a week working on that ordinance, and it was thoroughly reviewed by an attorney, before it was passed by the Trenton Town Board. Andy also suggested ways that we could make our ordinance more consistent with the Pierce County subdivision development ordinance.

So, this afternoon, previous to tonight's meeting, Caroljean took the draft Gilman SDO, which was formerly modeled on the Clifton Township ordinance, and rewrote it, based on Trenton's SDO. The resulting draft was circulated via email, but some of us were unable to access the document before the meeting.

As we paged through the new document we realized that it was a good start, but would need more time to complete the necessary revisions than the meeting would allow. Particular areas still needing focus include the maximum acreage threshold (beneath which the SDO will apply), how to work our road standards into the ordinance, whether we should include the same language related to developer agreements or home owner association requirements, and the possibility of establishing application fees.

We all agreed to take the time on our own to read over the materials and meet again on Thursday, March 08. If we can finish the revisions on that date, the revised draft could still be circulated in time for the Gilman Town Board to review it at their next regular meeting on Wednesday, March 14.

Respectfully submitted

John Lenarz, Secretary

Gilman Town Plan Commission – Meeting Minutes
February 1, 2012

A meeting was called to order at 7:00 PM to review the comments recently made by Andy Pichotta about the Gilman draft subdivision ordinance (SDO).

Members present were Chairman Tom Rauch and Vice Chair Caroljean Coventree as well as Lorne Hanson and John Lenarz. Paul Seeling, of Gateway News was also present.

Andy Pichotta, Director of the Pierce County Department of Land Management, made comments to the draft SDO, focusing on how our proposed ordinance will mesh with Pierce County's ordinance. His comments were delivered to Tom via email January 25th, and then forwarded by Tom to the other Plan Commission members.

We spent the meeting reviewing Andy's comments, discussing the implications and making suggested revisions. Caroljean will develop appropriate wording, write the revisions into the draft document and circulate the revised draft to all of us, within the next two weeks.

We will meet again, on February 23, 2012 to finalize the revisions and wording. Once accomplished, we will forward the revised document, as well as Andy's original comments, to the Town Board for their review.

The document will not be ready for the Town Board to review at their February meeting (2/8/2012) but it will be ready for the March Meeting (3/14/2012). If all goes according to plan, the document will then be sent out for a legal review by attorney, Cathy Munkittrick.

Respectfully submitted

John Lenarz, Member

Gilman Town Plan Commission – Meeting Minutes

Tuesday, December 3, 2013

The meeting was called to order at 7:00 PM. Members present were: Chairman Tom Rauch, Vice Chair Caroljean Coventree, and Secretary John Lenarz. Gilman resident Matt Shafer and land surveyor Larry Murphy also attended.

The meeting notes from October 30, 2013 were reviewed and approved.

Proposed Braun Family Subdivision

Next agenda item was to review of a certified survey map (CSM) of a subdivision proposed by the Tom Braun Family Trust, part of the SE ¼ of the NW ¼ of Section 32 of Gilman Township. The Braun Family trust has owned twenty plus acres there. Some years back, the family subdivided the property to create Lot 1 (see C.S.M., Vol. 4, Page 156). Braun now wishes to create a second parcel (hereinafter Lot 2) with a shared road between the two lots.

Plan Commission members discussed three issues before voting on whether to recommend approval or disapproval of this CSM.

1. The second proposed lot has a dwelling on it with no driveway although one can drive across a field to it. The surveyor, Larry Murphy, (and, according to Mr. Murphy, acting as Mr. Braun's representative at this meeting) noted that the new Lot 2 will get an easement to use the driveway which is currently used by Lot 1. However, during our discussion we noted that the current driveway appears to end behind a shed on land that will become part of Lot 1 and so the easement will have to contain language that allows a driveway to extend beyond the current driveway on Lot 1 (see attached map) in order to get a new driveway around the shed and to the dwelling on the proposed Lot 2.
2. Lot 2 does not include all the property owned by the Braun Family Trust between it and the original Lot 1. According to Mr. Murphy, Lot 1 will be expanded to cover the land between the boundaries of the new Lot 2 and the former (original) Lot 1. This is allowed under our subdivision ordinance by Section 7, subd. E (3). Caroljean confirmed with the assistant zoning administrator Emily Lund that this is also allowed under the Pierce County subdivision ordinance.
3. Matt Shafer stated that he constructed a shed on his property (which abuts the Braun property to the north) the required number of feet from what he believed to be the property line. Mr. Shafer stated there is a post which marks that property line. Larry Murphy's post marking the boundary between the two is a few feet closer to Mr. Shafer's shed and would make the shed out of compliance with building/zoning codes. Mr. Murphy was adamant that his pipe is the correct one and that it corresponds to a prior record. Mr. Shafer also noted that he has talked with Mr. Braun about buying a few acres of the proposed Lot 2 for pastureland (It is currently fenced) between the dwelling and the road (County N).

After considerable discussion, a motion was made by Tom and seconded by John that we approve this proposed subdivision with the following conditions:

1. That if the C.S.M. were to be approved, an easement allowing use and **extension** of the current driveway so as to give access to the proposed Lot 2 dwelling, should be filed simultaneously with the C.S.M. and
2. That on the advice given by Emily Lund, the Braun Family Trust should also simultaneously file a quit claim deed which would deed the land between the original Lot 1 and the proposed Lot 2 to create new Lot 1 pursuant to the Gilman Subdivision Ordinance Section 7, subd. E (3).

The motion passed.

The Plan Commission takes no stand as to the validity of the boundary between Matt Shafer's land and the proposed Lot 2 but encouraged Matt to discuss the matter directly with Tom Braun and attempt to find a quick resolution to the boundary dispute and the possibility of land purchase that would affect the boundaries of Lot 2.

Sukowatey Proposed Subdivision

The Sukowatey subdivision located in the SE ¼ of the SW ¼ of Section 35 of Gilman Township reviewed at our last meeting and recommended for approval, if certain conditions were met, was not approved by the Town Board because the conditions were not met. Chair Tom Rauch learned from Pierce County land management staff that when lots are measured the road right-of-way is not included in the total acreage when applying subdivision ordinances. This means that in order for Sukowatey to create his proposed lot, he will also have to create a second lot with an according Certified Survey Map. Board member and Plan Commission liaison Phil Verges could not attend this meeting so we will wait to hear from him about whether Alan Sukowatey intends to pursue subdividing his property.

Info for Land Owners on Subdivision Ordinance

Tom passed out copies of a brochure entitled "Subdividing Land" prepared by the land management staff of Pierce County. This brochure attempts to summarize the steps and requirements involved in subdividing for Pierce County land owners. We discussed how to adapt the information and the brochure to fit Gilman's ordinance. To that end, we divided the sections of the brochure among Plan Commission members as follows:

Tom: Minor CSM

Caroljean: Plats

John: Major CSM

Phil: Exemptions

Each member should review the information here and compare it to similar sections in our subdivision ordinance for three things: First, what is here that is not needed for our ordinance, second, what is not here and is needed for our ordinance and third what is here that needs to be changed because ours is different. We will report on this to each other at the next meeting in January.

Updating Comprehensive Plan

Our Comprehensive Plan requires certain updates. Currently we need to review and update the Policies, Goals, and Objectives for each of the nine sections of the Plan. We divided the sections between Plan Commission members as follows:

Tom: Sections VII Intergovernmental Cooperation & IX Administration
Caroljean: Sections I Issues & Opportunities, II Housing, & IV Utilities
John: Sections V Agricultural, Natural, and Cultural Resources & VIII Land Use
Phil: Sections III Transportation & VI Economic Development

Each member should review his or her sections and prepare recommendations. Send those recommendations to every Plan Commission member by one week before the next meeting. We tentatively scheduled the next meeting for January 28 so the **recommendations should be sent by January 21, 2014.**

We also noted in the updates to our Plan that we need to consider whether there are any environmentally sensitive areas in the township and if so how that designation is defined. Caroljean volunteered to contact Harvey Halverson, the WI DNR wildlife biologist, and Gary Zielske, the WI DNR forester, whose areas cover Gilman to start researching this.

Plan Commission Member Roles and Terms

Phil contacted Tom and informed him that the Town Board has decided upon the following dates for each Plan Commission member's terms:

Tom – 3 yr term to be renewed in January 2015

Caroljean – 2 yr term to be renewed in January 2014

John – 1 yr term was renewed in January 2013 and will be renewed in January 2014

New member- 1 year term same as John.

Phil, as liaison to the Board has a two year term but may be changed by Board action at any time. The Board is simply required to have one of its members sit as a member of the Plan Commission. Phil has talked with someone to take Dan's place since Dan resigned. Hopefully the new member can be on board by our next meeting in January.

Tom will confer with Phil about the dates of our next meeting which we tentatively scheduled for January 28, 2014.

Respectfully submitted
Caroljean Coventree,
For John Lenarz, Secretary

Gilman Town Plan Commission – Meeting Minutes

Wednesday, October 30, 2013

Due to dense fog and late arrivals, the meeting was called to order at 7:15 PM. Members present were: Chairman Tom Rauch and Vice Chair Caroljean Coventree, Phil Verges (Town Board Supervisor), Dan Seifert and John Lenarz, Secretary. Gilman residents Terry Roatch and Alan Sukowatey also attended.

The meeting notes from January 31, 2013 were reviewed and approved.

Conditional Use Request

Next agenda item was to review of a request by Terry Roatch, W3018 850th Ave to use part of his residential property as a welding business. We questioned him about the type and quantity of welding work he was intending to do, the nature of his potential customer base, the likely effect of his business on traffic and any potential environmental impacts.

We determined that his conditional use category under Pierce County guidelines would be “Home and Farm Based Business Accessory to Permitted Family Residence”. We recommended that he talk to Pierce County right away to ascertain whether they had any concerns with his proposal, and in particular whether it meets their space requirements (percentages of the building being used as business vs. residence).

A motion was made by Caroljean and seconded by John that we recommend the Town Board approve Terry Roatch’s Home and Farm Business conditional use request, provided that it meets the space restrictions defined in the Pierce County Zoning ordinance section 240-36 part D.2 and that the conditional use be reviewed in three years. The motion passed, unanimously.

To expedite this request, Phil Verges will take a statement to the next Town Board meeting (Nov. 13) to inform them of our recommendations on this request.

Proposed Subdivision

The next agenda item was review of a certified survey map (CSM) of a subdivision being proposed by Alan Sukowatey. The CSM was prepared by Brandon King for Herman Sukowatey Estate Trust: located in the SE 1/4 of the SW 1/4 of Section 35.

Alan wishes to split and sell off his dairy operation / outbuildings, including about 20 acres of agricultural lands. He and his wife would retain possession of their house and a couple minor structures on the remaining parcel of just under 5 acres.

Alan distributed copies of the CSM (which shows the proposed residential lot only) and answered our questions related to it. There were questions as to how the larger, agricultural lot would be configured. Alan explained this verbally and offered that we could look at the CSM of the original 25 acres to see it more clearly.

After some discussion we resolved that Caroljean will consult Cathy Munkittrick, the attorney who helped with the drafting of our subdivision ordinance, and Tom will do the same with Andy Pichotta, Director of the Pierce County Land Management Department, as to whether Mr. Sukowatey should be required to provide us with a CSM for the proposed agricultural lot, at this point in the process.

Caroljean moved and Dan seconded the motion that we recommend Town Board approval of this subdivision, pending responses from the above noted individuals that another separate CSM is NOT required for the larger agricultural lot AND pending inspection / approval – by a knowledgeable Town Board member - of the proposed access to the second lot as a suitable driveway site. The motion passed unanimously.

Materials Required for Processing Requests

Another CSM for a proposed subdivision was received too late to be on the agenda, but was passed around for preliminary review. This map was prepared by Laurence Murphy for Tom Braun Family Trust, for land located in part of the SE ¼ of the NW ¼ Section 32. Discussion of this proposal will be on the agenda at our next scheduled meeting.

However as with the Sukowatey proposal, it is apparent that more information (especially maps) will likely be required for the Commission to engage fully in its role.

Maps are needed not only for parcels being offered for sale, but also for the other parcels resulting from the division of land. In addition, it would expedite the review process for us to know what other contiguous parcels are owned by the proposing party. Dan noted that the County's GIS-powered land ownership app could help us in this capacity.

We resolved that this Commission will consult the documents and officials, and develop a summary document / checklist - that explains at a glance the steps, the participants, and the information required for the subdivision proposal / process to move forward.

Plan Commission Member Roles and Terms

John expressed his desire to pass along secretarial duties – he's been secretary since May 2011. To that end and for future safekeeping he will develop a file (electronic and paper) containing all his meeting notes to date, that is transferable to another person or location.

The Commission also agreed that we will review the formative actions and documents leading to our current membership and advise the Town Board on the need to re-appoint and/or dismiss and solicit new appointees. Summarizing this info would also help.

Our next meeting will be scheduled when we have the additional information and documentation required to address the Braun CSM.

Respectfully submitted - John Lenarz, Secretary

Gilman Town Plan Commission – Meeting Minutes

Thursday, January 31, 2013

A meeting was called to order 7:00 PM to discuss recent events in town politics and lay out a new meeting schedule / propose agenda items for upcoming meetings.

Members present were: Chairman Tom Rauch and Vice Chair Caroljean Coventree, Lorne Hanson (Town Board Chairman), John Lenarz and newly appointed member Dan Seifert. Gilman resident and businessman Bob Sebion was also in attendance.

Bob Sebion came to find out more about our recently passed Gilman Subdivision Development Ordinance (SDO). Various board members filled Bob in on the purpose, format and content of the SDO. Also discussed were various past property developments in Gilman and other townships and the potential issues that have or can come up given the presence or absence of such an ordinance. Bob was given a copy of the ordinance to look over, and he stayed for the rest of the meeting as well.

Next we discussed what our meeting schedule should be for the next several months. The town plan commission currently has no urgent assignments or responsibilities. For example there are currently no pending subdivision development requests that we know of, for which the board would seek our advice. In addition, there will be an election in April, after which the Town Board might have an entirely new makeup. Given all the above, there is no known reason for us to meet again for another several months.

When we do reconvene, there are two important items we should put on our agenda: 1. Develop a Gilman SDO summary so interested parties can have a quick overview of the ordinance. 2. Undertake a review of the Gilman Comprehensive Plan as is required every three years by law.

After some discussion it was agreed that we will schedule our next meeting for May, or possibly later, pending further instructions from the Town Board.

Respectfully submitted

John Lenarz, Secretary

Gilman Plan Commission- Meeting Minutes Wednesday December 3rd, 2014

A meeting of the Gilman Town Planning Commission was called to order by President Tom Rauch at 7:00 p.m.

Present at the meeting: President Tom Rauch, Vice President Caroljean Coventree, Secretary Steve Price, Board Liaison Phil Verges, John Lenarz, and Mary Anderson.

Current Business

Minutes from 10-15-2014 were discussed. Caroljean made a motion to approve; Phil seconded; motion carried.

Continued to work on abbreviated subdivision ordinance pamphlet, final draft.

Discussed names of potential replacements for the Gilman Plan Commission.

Future Action

Review and work on year 2015 action items from the Gilman Comprehensive Plan.

Next meeting to be Wednesday, February 4th 2015.

A motion was made by Phil to adjourn at 8:45, 2nd by John, motion carried.

A special big thanks to Caroljean for all of her hard work and dedicated service to the Town of Gilman, and the Gilman Town Plan Commission.

Respectfully Submitted,

Steve Price
Secretary

Gilman Town Plan Commission – Meeting Minutes
Wednesday, October 15, 2014

A meeting of the Gilman Town Planning Commission was called to order by President Tom Rauch at 7:00 p.m.

Present at the meeting: President Tom Rauch, Vice President Caroljean Coventree, Secretary Steve Price, John Lenarz and Board Liaison Phil Verges and Mary Anderson.

Current Business

- Minutes from 9-3-14 were discussed. Phil made a motion to approve; John seconded motion carried.
- Reviewed and discussed Paul Arneson's Certified Survey Map of Lot 1 and an additional 2.0 acres of land not included with survey. Phil made a motion to forward to the town board for their approval of Lot 1 with contingencies that if Lot #2 is sold it adds to Lot 1 instead of creating a second lot. John seconded the motion and motion carried with one member opposing.
- We continued to work on the abbreviated subdivision ordinance pamphlet.
- Phil made a motion to forward to the town board a change under Article III – Plats, section 1, conformance with procedures to go from 20 acres or less in size to 15 acres or less in size. This change would be consistent with Pierce County Land Management Dept. Subdivision of Land Ordinance. The motion was seconded by Steve and motion carried with one member opposing.

Future Action

- Continue to work on subdivision ordinance pamphlet.
- Next meeting to be Wednesday, December 3, 2014 at 7:00 p.m.

A motion was made by Tom to adjourn at 9:00 p.m.; seconded by Phil; motion carried.

Respectfully submitted,

Steve Price
Secretary

Gilman Town Plan Commission – Meeting Minutes
Wednesday, September 3, 2014

A meeting of the Gilman Town Planning Commission was called to order by President Tom Rauch at 7:00 p.m.

Present at the meeting: President Tom Rauch, Secretary Steve Price, John Lenarz and board liaison Phil Verges. Also in attendance were Bill and Karen Fesenmaier.

Current Business

- Minutes from 8-6-14 were discussed. Phil made a motion to approve minutes; Tom seconded; motion carried.
- Discussed conditional use permit for Fesenmaier property. It was determined to be consistent with the Gilman Comprehensive Plan. A motion was made by Steve to forward to the town board for their approval; seconded by Phil; motion carried.
- The remainder of meeting spent on creating abbreviated subdivision ordinance pamphlet.

Future Action

- Continue to work on subdivision ordinance pamphlet.
- Next meeting to be Wednesday, October 15, 2014.

A motion was made by Phil to adjourn at 9:00 p.m.; seconded by Steve; motion carried.

Respectfully submitted,
Steve Price
Secretary

Gilman Town Plan Commission - Meeting Minutes
Wednesday, August 6, 2014

A meeting of the Gilman Town Planning Commission was called to order by President Tom Rauch at 7:00 p.m.

Present at the meeting: President Tom Rauch, Vice President Caroljean Coventree, Secretary Steve Price, John Lenarz, and Board Liaison Phil Verges. Also attending Bill and Karen Fesenmaier.

Current Business

- Minutes from 5-21-14 were discussed. Phil motioned to approve minutes, Caroljean seconded, motion carried.
- Bill and Karen Fesenmaier presented their Certified Survey Map (CSM) which shows an additional 9.4 acres to their property from the property of Bill and Paulita Voelcker contiguous to the Fesenmaier property. The purpose of the land purchase is to construct a storage warehouse facility for his Dairy Supply business. The property is currently zoned agriculture. The Pierce County Zoning Department's criterion for this new building requires more than 5 acres and a conditional use permit. Tom made a motion to forward their request to the Gilman Board for approval; Phil seconded; motion carried.
- Discussion of the latest round of revisions to the Town of Gilman Comprehensive Plan: Caroljean made a motion to approve plan and forward it to the Town Board for review and public hearing; Phil seconded motion; motion carried.

Future Action

- Discuss conditional use permit for Fesenmaier property.
- Create abbreviated subdivision ordinance pamphlet.
- Next meeting date was set for September 3rd at 7:00 P.M.

Meeting adjourned at 8:00 P.M.

Respectfully submitted,
Steve Price, Sec.

Gilman Town Plan Commission – Meeting Minutes
Wednesday, May 21, 2014

The meeting was called to order at 7:00 PM. Members present were: Town Board Supervisor Phil Verges, Plan Commission Chair Tom Rauch, Vice Chair Caroljean Coventree, Secretary John Lenarz and Member Steve Price.

Current Business

Minutes from the 04-20-2014 meeting were reviewed and approved.

We went over suggested revisions to the comprehensive plan, made since the April meeting. Caroljean had incorporated most of these into a new version of the document. John had some additional suggestions which he wrote the day of the meeting, but too late to distribute via email.

Most of the recent revisions are to the tables in the document. A few wording changes, notably in the Land Use section are still being made. We discussed the terms and definitions in that section, as well as the relationship between land use and zoning. We will place the zoning map in the first Appendix (A).

We approved or made slight modifications to all of the other suggested revisions. The document is nearly ready for review by our Town Board.

Future Action

We will each work on our respective assigned sections to replace any remaining outdated tables. John will reformat a problematic table he provided earlier for the housing section.

We need to send Caroljean any new tables or other revisions prior to May 28th so she can finish the compiling the document and distribute it to Town Board members ahead of the special review meeting, which has been set for June 4th.

We will schedule the next Plan Commission meeting at a later date.

John has requested that we choose a new secretary for our group starting at our next meeting. Steve has agreed to give it a try.

Respectfully submitted,

John Lenarz
Secretary, Gilman Plan Commission

Gilman Town Plan Commission – Meeting Minutes
Wednesday, April 30, 2014

The meeting was called to order at 7:00 PM. Members present were: Town Board Supervisor Phil Verges, Plan Commission Vice Chair Caroljean Coventree, Secretary John Lenarz and Member Steve Price.

Town resident Margy Balwierz was present at the start, briefly; she left after finding that the plan revisions were not yet ready for public review. Plan Commission Chair, Tom Rauch joined the meeting around 8:00 PM (delayed due to vehicle problems).

Minutes from the 03-26-2014 meeting were reviewed and approved.

The Revision Process

Since our last meeting, Caroljean and John compiled a Word document containing the 2009 comprehensive plan but also showing all suggested revisions since the review process was started in December 2013. Some of these revisions were developed at previous meetings, others had been written by individual members on their own time, since our last meeting.

At this meeting we went through the compiled document, approving or fine tuning all revisions made / suggested to date. We also noted parts that still needed review or revision; for instance, throughout the plan there are tables that still need to be updated. Assignments were made to each member to work individually on specific items, including the tables, before the next meeting.

The specific revisions completed so far are too numerous to touch on here in any detail; they can be found in the plan document.

Additional Notes (not necessarily revisions)

Section I. Issues and Opportunities: We considered rewording the vision statement but opted to leave that for the complete plan update that is scheduled for 2019.

Section II. Housing: Under existing conditions, the ordinance relating to distance of clear visibility required for a driveway - may be changed given pending board action on the "7 second rule". Also, we went through a list of recent construction permits, delineating new homes, replacements, building additions, repeat permits, etc.

Section III. Transportation: We noted a couple recommendations under the first goal that should be brought to the Town Board's attention: #6 – re Rustic Road designation is from the original plan. # 11 re safety concerns for the intersection of County Highways I and B, and 850th Ave, is a recent addition.

Section IV. Utilities and Community Facilities: We discussed recommendation 5, re permit fees for new utility installations. We noted that such a process could give our Town Board some ability to influence the planning of utilities, especially locations of buried lines.

Section IX. Implementation: Tom will work on developing a priority ranking for the recommendations in the Action Plan.

Upcoming Schedule

We are hoping to complete the document in time for Town Board members to read it ahead of their June meeting. Tom will ask the Board about possibly having a special meeting with them on June 4 so we can present the document and explain the major changes.

Our next meeting is scheduled for Wednesday, May 21, 2014.

Respectfully submitted,

John Lenarz
Secretary, Gilman Plan Commission

Gilman Town Plan Commission – Meeting Minutes
Tuesday, February, 2014

The meeting was called to order at shortly after 7:00 PM. Members present were: Chairman Tom Rauch, Town Board Supervisor Phil Verges, Vice Chair Caroljean Coventree, Secretary John Lenarz and Member Steve Price.

Minutes from the 01-28-2013 meeting were reviewed and approved.

Phil reported our activities to the rest of the Town Board at their last meeting (on Thursday, February 13). The supervisors made it clear that they approve what the Plan Commission is doing – they expect us to review the Gilman Comprehensive Plan - specifically: goals, objectives and policies - and make recommendations for updating. That includes working with the county or other authorities as needed to replace / revise tables of facts and figures that are in the plan – some of which are 14 years old.

To that end, we briefly reviewed the material we went over at our last meeting (on Tuesday, January 28) – to refresh our memories, but also to update Caroljean who was unable to access the pdf files distributed from that meeting .

Then we continued reviewing the plan, as we did at the last meeting, taking our turns as lead reviewer for the various sections (outlined again, below).

We got all the way through the Natural Resources section and concluded the meeting.

Our next meeting is scheduled for Wednesday, March 26, 2014.

Respectfully submitted,

John Lenarz
Secretary, Gilman Plan Commission

Sections of Comprehensive Plan and members assigned to lead review:

- I. Issues and Opportunities - Caroljean
- II. Housing - Caroljean
- III. Transportation – Phil
- IV. Utilities - Caroljean
- V. Agricultural, Natural and Cultural Resources - John
- VI. Economic Development - Phil
- VII. Intergovernmental Cooperation - Tom
- VIII. Land Use - John
- IX. Implementation - Tom
- X. Appendices – All as needed

This is the latest version 3-26-14

Gilman Town Plan Commission – Meeting Minutes
Tuesday, January 28, 2014

The meeting was called to order at 7:00 PM. Members present were: Chairman Tom Rauch, Town Board Supervisor Phil Verges, Secretary John Lenarz and new Member Steve Price.

Steve was introduced and welcomed.

Minutes from the 12-03-2013 meeting were reviewed and approved.

Next we discussed our ongoing review of the Gilman Township Comprehensive Plan. The Plan Commission has the role of reviewing plan goals, objectives and policies on an annual basis.

To that end, individual Commission members were given assignments as “lead reviewer” for the various sections, at our last meeting. (See assignment list below.) Since then, Tom and John had commented on their assigned sections, using highlight and sticky note tools (part of Adobe Acrobat Reader) on a pdf copy of the document.

We decided to continue using this method at the meeting. So as a group, we reviewed the comments that were already entered, and created new comments as we progressed through the various sections. In those comments, we also suggested wording changes, deletions or additions as appropriate to keep the plan current with recent developments (if in the spirit and intention of the original document).

We got through all of Tom’s sections and Phil’s sections, and through one of John’s sections before deciding to adjourn for the evening (at about 9:30PM). We will continue the process on the remaining sections (John’s Land Use and Caroljean’s Issues and Opportunities and Housing) at our next meeting.

We have tentatively set our next meeting date for Tuesday, February 25.

Respectfully submitted,

John Lenarz
Secretary, Gilman Plan Commission

Sections of Comprehensive Plan and members assigned to lead review:

- I. Issues and Opportunities - Caroljean
- II. Housing - Caroljean
- III. Transportation – Phil
- IV. Utilities - Caroljean
- V. Agricultural, Natural and Cultural Resources - John
- VI. Economic Development - Phil
- VII. Intergovernmental Cooperation - Tom
- VIII. Land Use - John
- IX. Implementation - Tom
- X. Appendices – All as needed

Gilman Plan Commission – Meeting Minutes
Monday, December 7, 2015

A meeting of the Gilman Town Planning Commission was called to order by President Tom Rauch at 7: 15 p.m.

Present at the meeting: President Tom Rauch, Secretary Steve Price, Mary Anderson and Eric Huppert.

Current Business

- Minutes from the June 8th meeting was discussed. Mary made a motion to approve; Tom seconded, motion carried.
- Review and discuss certified survey map for Team Oil, Inc. where a 2.452 acre parcel was sold off a 47 acre tract of land.
- A motion was made by Steve that the CSM be approved and forwarded to the Gilman Town Board for approval; Mary seconded, motion carried.

Future Action

Future meeting scheduled as needed.

Meeting adjourned at 8:00 p.m.

Respectfully submitted,
Steve Price, Secretary

Gilman Plan Commission – Meeting Minutes
Monday, June 8, 2015

A meeting of the Gilman Town Planning Commission was called to order by President Tom Rauch at 7:00 p.m.

Present at the meeting: President Tom Rauch, Secretary Steve Price, Mary Anderson, Keith Nichols, and Phil Verges

Current Business

- Minutes from the 2-4-15 meeting were discussed. Mary made a motion to approve; Keith seconded; motion carried.
- Review and discuss certified survey maps (CSM) for Traynor property (Honeycrest), where a 4.794 acre parcel was sold off a 60 acre tract of land.
- Review and discuss second CSM for Gordon and Lois Verges property where a 20 acre parcel was divided into two 10 acre lots. Lot #2 will be sold and a house built on it. Lot #1 will remain idle for now.
- A motion was made by Keith that both CSM's be approved and forwarded to the Gilman Town Board for approval; Mary seconded; motion carried.

Future Action

Future meetings will be scheduled as needed.

Meeting adjourned at 7:30 p.m.

Respectfully submitted,
Steve Price, Secretary

Gilman Plan Commission – Meeting Minutes
Wednesday, February 4, 2015

A meeting of the Gilman Town Planning Commission was called to order by President Tom Rauch at 7:00 p.m.

Present at the meeting: President Tom Rauch, Secretary Steve Price, Board Liaison Phil Verges, John Lenarz, Mary Anderson, Keith Nichols.

Current Business

Minutes from the 12-3-14 meeting were discussed. Phil made a motion to approve; John seconded; motion carried.

Began to work on year 2015 action items from the Gilman Comprehensive Plan.

- Environmentally sensitive areas: No clear guidance from any state or federal agency regarding environmentally sensitive areas other than what we currently address in our comprehensive plan and subdivision ordinance. No change or addition needed.
- Explore confined livestock siting ordinance: Controlled by state. No action to be taken at local level.
- Research and consider sand mining ordinance: Any nonmetallic mine would require a conditional use permit from the township and from the county. At the present we will work with the county Zoning Dept. and forego the development of a mining ordinance.
- Discussed upcoming public hearing on the revision of the subdivision ordinance Article 3-Plats section 1. Conformance with procedure to go from 20 acres or less in size to 15 acres or less in size. Change would be consistent with Pierce County Land Management Dept. Subdivision of Land Ordinance.

Future Action

No meeting date set. Will schedule as needed.

A motion by Phil to adjourn at 8:45 p.m.; seconded by Steve; motion carried.

Respectfully submitted,
Steve Price, Secretary

Gilman Plan Commission Meeting Minutes
Wednesday, November 2, 2016

A meeting of the Gilman Town Plan Commission was called to order at 7:00 p.m. by board President Mary Anderson. Present at the meeting were Mary Anderson, Phil Verges, Steve Price, Tom Manley, Keith Nichols and Jerrod Faber.

Current Business

- Minutes from October 5, 2016 meeting were discussed. Phil made a motion to approve minutes; Tom seconded; motion carried.
- Jerrod Faber presented a preliminary rezone plan to split an 11.5 acre parcel for the purpose of building a new home. Acres are currently zoned as general rural. Jerrod will get a soil test for feasibility of a septic system. If feasible, will proceed with a certified survey map to be presented to Plan Commission for their recommendation which will be forwarded to Gilman Town Board for approval.
- Review Subdivision ordinance.

Future Action

- Future meeting will be scheduled as needed or first Wednesday of the month.

A motion was made by Keith to adjourn at 8:20 p.m.; Phil seconded; motion carried.

Respectfully submitted,

Steve Price
Secretary

Gilman Plan Commission Meeting Minutes
Wednesday, October 5, 2016

A meeting of the Gilman Town Plan Commission was called to order at 7:00 p.m. by board President Mary Anderson. Present at the meeting were President Mary Anderson, Liaison Phil Verges, Secretary Steve Price and Tom Manley.

Current Business

- Minutes from August 31, 2016 were discussed. Phil made a motion to approve minutes with the addition of the statement from subdivision ordinance Article I, Section 10, (Application and Fees), where it states Plan Commission will have at least 20 days prior to their scheduled meeting at which said proposal for subdivision of land will be considered.
- Mary Anderson informed committee she would like to resign due to personal reasons and we should begin to find a replacement for her.
- Reviewed subdivision ordinance.

Future Action

- Continue to review subdivision ordinance.
- Next meeting will be Wednesday, November 2, 2016.

A motion was made by Phil to adjourn at 8:30 p.m.; Tom seconded, motion carried.

Respectfully submitted,

Steve Price
Secretary

Gilman Plan Commission – Meeting Minutes
Wednesday, August 31, 2016

A meeting of the Gilman Town Plan Commission was called to order at 7:00 p.m. by Board President Mary Anderson. Present at the meeting were President Mary Anderson, board liaison Phil Verges, secretary Steve Price, Tom Manley and Keith Nichols.

Current Business

- Minutes from the March 28, 2016 were discussed. Phil made a motion to approve, Keith seconded, motion carried.
- Review Subdivision Ordinance; **Section 10-Application and Fees**. States: “The applicant/developer is responsible for providing all such materials at least 25 days before a Plan Commission meeting so that the Town Clerk-Treasurer can process and mail said notices at least 20 days before the Town Plan Commission meeting at which said proposal for subdivision of land will be considered.”
- Discussed setting up regular meeting dates. Keith made a motion that the committee will meet the first Wednesday of the month for plan review and other business, if needed. Phil seconded, motion carried.
- Phil made a suggestion that if any changes are made from original plan, that the Plan Commission be notified in writing of these changes.

Future Action

- Review subdivision ordinance.
- Next meeting to be Wednesday, October 5, 2016 at 7:00 p.m.

A motion was made by Phil to adjourn at 8:15 p.m., seconded by Mary, motion carried.

Respectfully submitted,

Steve Price
Secretary

Gilman Plan Commission – Meeting Minutes
Monday, March 28, 2016

A meeting of the Gilman Town Plan Commission was called to order at 7:00 p.m. by board liaison Phil Verges.

Present at the meeting: Board Liaison Phil Verges, Secretary Steve Price, Mary Anderson, Tom Manley and Hilary Boyer of Overdale Kennels.

Current Business

- Elect new chairman for Planning Commission. Phil made a motion to nominate Mary Anderson as new chair; Tom seconded; motion carried. Mary accepted.
- Minutes from December 7, 2015 meeting were discussed. Tom made a motion to approve; Phil seconded; motion carried.
- Review and discuss conditional use permit application for Overdale Kennel expansion. A motion was made by Phil that the CUP be approved and forwarded to the Town Board for their approval; Tom seconded; motion carried.

Future Action

Future meetings will be scheduled as needed.

Meeting adjourned at 7:45 p.m.

Respectfully submitted,
Steve Price, Secretary

Gilman Plan Commission – Meeting Minutes

Wednesday, June 7, 2017

A meeting of the Gilman Plan Commission was called to order at 7:00 p.m. by President Tom Manley. Present at the meeting were Tom Manley, Phil Verges, Steve Price and Josh Turner.

Current Business

- Minutes from February meeting were read and discussed. Tom made a motion to approve; Phil seconded, motion carried.
- Discussed Tom's findings after meeting with Andy Pichotta of Dept. of Land Management.
- Recommend minor changes to our Comprehensive Plan.
 1. Addition page 10 under objectives – add seek to ensure a variety of lot sizes and housing density options located in appropriate locations.
 2. Policies and recommendations: addition #4 support increased residential density in appropriate location such as along the highway 29 and 63 corridors, along county highways and primary town roads.
 3. Goal 2 under support subdivision practices that maintain the town's agricultural and natural resources. Strike #6 – encourage housing developments to be located along highway 29 and on trunk road near highway 63.
 4. Under F – goals, objectives, policies and recommendations. Goal 2 – strike the word plus.
- Discussed the procedure for amendments to our Comprehensive Plan. Tom quoted from plan under section 9 – implementation, plan amendment. States that plans may be amended at anytime by the Town Board following procedures put forth in Wisconsin Statutes 66.0295 (5). Amendments are generally defined as minor changes.
- A motion was made by Steve to forward to town board for their approval for minor changes as noted above to our Comprehensive Plan. Phil seconded; motion carried.
- Discussed conditional use permits, specifically Town of Oak Grove. All conditional uses, page 9-8 for possible addition to our Comprehensive Plan.
- A motion was made by Phil to forward these additions to the Gilman Town Board for their review and approval; Josh seconded; motion carried.

Tom informed board of posted meeting agenda sites. Red Barn no longer on list; Team Oil, Town Hall and Gilman Website.

Phil made a motion to adjourn at 8:15; seconded by Tom; motion carried.

Respectfully submitted,

Steve Price, secretary

Gilman Plan Commission – Meeting Minutes
Wednesday, February 8, 2017

A meeting of the Gilman Plan Commission was called to order at 6:00 p.m. by President Mary Anderson. Present at the meeting were Mary Anderson, Phil Verges, Steve Price, Tom Manley, Josh Turner and Jarrod Faber.

Current Business

- Minutes from February 1st meeting were read and discussed. Phil made a motion to approve; Tom seconded; motion carried.
- Jarrod Faber's options were discussed. Options include: 1-Change zoning to general rural flex which would allow 8 houses per 40 acres. 2-Owner buy additional land (need 17.5 acres for 2 houses to remain general rural). 3-Leave everything as is and deny request.
- After discussion, the recommendation was made to a rezone change to general rural flex which would allow 8 houses per 40 acres.
- Justification for rezone change with Comprehensive Plan.
- Guide development away from prime farmland.
- Encourage new construction to blend in with the environment and rural character by utilizing such methods or:
 - a. Encouraging vegetative buffers between building sites and sensitive areas.
 - b. Preserving mature trees, vegetative and other attributes.
 - c. Maximizing visually significant woodlands and open spaces.
 - d. Encouraging houses to be located by Highway 29 and on truck roads near Highway 63.
- Steve made a motion to forward to Town Board for their approval with above justifications from our Comprehensive Plan and to be clear that we do not want to set a precedent for future requests. This is a unique parcel that requires special consideration for a rezone. Tom seconded; motion carried.
- Steve made a motion to nominate Tom Manley as new Plan Commission Chairman; Phil seconded; motion carried.

A big thanks to Mary Anderson for her service as past Plan Commission Chairperson.

Tom made a motion to adjourn at 6:55 p.m.; Steve seconded; motion carried.

Respectfully submitted,
Steve Price, Secretary

Gilman Plan Commission – Meeting Minutes
Wednesday, February 1, 2017

A meeting of the Gilman Plan Commission was called to order at 7:00 pm. by board President Mary Anderson. Present at the meeting were Mary Anderson, Phil Verges, Steve Price, Tom Manley, new board member Josh Turner and Jarrod Faber.

Current Business

- Minutes from November 2nd meeting were read and discussed. Phil made a motion to approve minutes, Tom seconded, motion carried.
- Jarrod Faber presented his certified survey map for proposed building site. He also informed board while at Pierce County zoning office, it was determined that a new building site would be out of compliance with our Comprehensive Plan, general rural 4 houses/40 acres. A rezone may be required.
- Steve made a motion to table approval of Jarrod's CSM until further investigation. Phil and Mary will call Pierce County Zoning office to see what options we have. Tom seconded, motion carried.

Future Action

- Review Comprehensive Plan for compliance and options for Jarrod Faber CSM.
- Next meeting will be Wednesday, March 1, 2017

Phil made a motion to adjourn at 8:00 p.m.; Tom seconded; motion carried.

Respectfully submitted,
Steve Price, Secretary

Gilman Plan Commission – Meeting Minutes

Wednesday, October 3, 2018

A meeting of the Gilman Plan Commission was called to order at 7:10 pm by President Tom Manley. Present at the meeting were Tom Manley, Phil Verges, Josh Turner, Keith Nichols, Steve Price and Brian Turner.

Current Business

- Minutes from the August meeting were read and discussed. Keith made a motion to approve; Tom seconded; motion carried.
- Discuss conditional use permit application from Brian Turner. Brian has purchased 11.11 acres from the Turner Farm for the purpose of building a new home. Phil made a motion to forward to Town Board for their approval; Tom seconded; motion carried.

No meeting scheduled for November unless needed.

Tom made a motion to adjourn at 7:20 pm; Phil seconded; motion carried.

Respectfully submitted,

Steve Price, secretary

Gilman Plan Commission – Meeting Minutes

Wednesday, April 4, 2018

A meeting of the Gilman Plan Commission was called to order at 7:05 pm by President Tom Manley. Present at the meeting were Tom Manley, Phil Verges, Josh Turner, Keith Nichols, Steve Price and Scott Mathison.

Current Business

- Minutes from the June meeting were read and discussed. Phil made a motion to approve; Tom seconded; motion carried.
- Discuss conditional use permit application from Scott Mathison for an accessory residence at his home. Tom made a motion to forward Scott's request to the Town Board for their approval; Steve seconded; motion carried.
- Reviewed Comprehensive Plan and status of action plan items. Need to update and revisit at our next meeting.

No meeting scheduled for May unless needed.

Steve Made a motion to adjourn at 8:15 pm; Phil seconded; motion carried.

Respectfully submitted,

Steve Price, secretary

Gilman Plan Commission Meeting Minutes

Wednesday, December 18, 2019

A meeting of the Gilman Plan Commission was called to order at 7:00 p.m. by Chair Tom Manley. Present at the meeting were Tom Manley, Steve Price, Mike Traynor, Troy Johnson, Myndy Johnson, Rose Pluth and Rosanne Koneval (representative from Western Mustang Solar)

Current Business

- Minutes from November 6th meeting will be approved at our January meeting.
- Reviewed application for Conditional Use Permit for Western Mustang Solar project
- Open discussion

Future Action

- Discuss conditional use permit for Western Mustang Solar CUP.
- Next meeting date was set for January 6th at 7:00 p.m.

Tom made a motion to adjourn at 8:00 p.m.; Steve seconded; motion carried.

Respectfully submitted,

Steve Price, Secretary

Gilman Plan Commission Meeting Minutes

Wednesday, November 6, 2019

A meeting of the Gilman Plan Commission was called to order at 7:05 p.m. by Chair Tom Manley. Present at the meeting were Tom Manley, Steve Price, Phil Verges, Keith Nichols, Josh Turner and Dan and Rachel Aamodt.

Current Business

- Minutes from the previous June meeting were read and discussed. Phil made a motion to approve; Steve seconded; motion carried.
- Discussed Dan Aamodt Certified survey Map. Josh made a motion to forward to Town Board for their approval; Keith seconded; motion carried.
- Tom gave committee an update on Ranger Power/Western Mustang Solar CUP, which may be coming before our committee possibly in December.

Future Action

- Discuss conditional use permit for Western Mustang Solar CUP.
- Next meeting date was set for December 4th at 7:00 p.m.

Tom made a motion to adjourn at 7:40 p.m.; Steve seconded; motion carried.

Respectfully submitted,

Steve Price, Secretary

Gilman Plan Commission Meeting Minutes

Wednesday, June 5, 2019

A meeting of the Gilman Plan Commission was called to order at 7:09 p.m. by Chair Tom Manley. Present at the meeting were Tom Manley, Steve Price and Josh Turner.

Current Business

- Minutes from the previous March meeting were read and discussed. Steve made a motion to approve; Josh seconded; motion carried.
- Discussed Todd L. and Carol J. Peterson certified survey map. Tom made a motion to forward to Town Board for their approval; Josh seconded; motion carried.

Tom made a motion to adjourn at 7:20 p.m.; Steve seconded; motion carried.

Respectfully submitted,

Steve Price, Secretary

Gilman Plan Commission – Meeting Minutes

Wednesday, March 6, 2019

A meeting of the Gilman Plan Commission was called to order at 7:10 p.m. by Chair Tom Manley. Present at the meeting were Tom Manley, Phil Verges, Josh Turner, and Ed Hanson.

Current Business

- Discussed Hanson Certified Survey Map. Surveyor had not identified the well location on map. Ed Hanson pointed it out. Determined this is not an issue for us, but could be a question at the county. Tom discussed having talked to Emily at the county and they did not indicate any concerns from their end. There was some discussion about fence locations, long-term driveway access, and neighboring property uses. Tom motioned to approve CSM and pass along to the board. Josh seconded. Motion passes.
- Minutes from the previous October meeting were read and discussed. Tom made a motion to approve; Josh seconded, motion carried.
- No meeting was scheduled for April as there was no known business to attend to.

Phil made a motion to adjourn at 7:23; seconded by Josh; motion carried.

Respectfully submitted,

Tom Manley, Plan Commission Chair