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There were no Plan Commission Meetings in February, April, May, and December.

January 26, 2022 Minutes:

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
January 26, 2022**

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 22, 2021.
4. Steven Grant is requesting review and approval of a preliminary CSM to create (2) 1-acre A-3 lots, a 35.4-acre A-1 zone, and a 61.9-acre A-1 zone from a 98.5-acre A-1 parent parcel on Morgan Road. Parcel #'s 006-0716-1211-000, 006-0716-1214-000, 006-0716-1213-000, 006-0716-1224-001.
5. Discuss town board approval of a 7.4-acre A-2 zone and conditional use permit for boat storage at W1432 County Road B (parcel # 006-0716-1642-000.)
6. Discuss Comprehensive Plan update
7. Old business
8. New business
9. Adjournment

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

January 26, 2022 Minutes:

TOWN OF CONCORD PLAN COMMISSION MINUTES

January 26, 2022

The meeting was called to order at 7:00 p.m. with Plan Commission members Jim Gilbert, Carole Hoffmeister, Sally Williams, and Kim Miller present. Lloyd Zastrow was absent.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Kim Miller made a motion to approve the minutes from the December 22, 2021 meeting, seconded by Jim Gilbert. All approved. Motion passed.

Item 1: Steven Grant requested review and approval of a preliminary CSM to create (2) 1-acre A-3 lots, a 35.4-acre A-1 zone, and a 61.9-acre A-1 zone from a 98.5-acre A-1 parent parcel on Morgan Road. Parcel #'s 006-0716-1211-000, 006-0716-1214-000, 006-0716-1213-000, 006-0716-1224-001. Jim Gilbert made a motion to recommend approval of the proposal as presented. Second by Kim Miller. All approved. Motion passed.

Item 2: Discussion of town board approval of a 7.4-acre A-2 zone and conditional use permit for boat storage at W1432 County Road B (parcel # 006-0716-1642-000.). The Plan Commission agreed that the decision is not consistent with the Town Plan. Kim Miller stated that neighbors particularly to the north of the proposed facility are not happy about the decision to approve. Kim spoke with the zoning office. Town citizens may e-mail or write a letter to the zoning office or may appear at the county zoning meeting on Feb. 17 to voice their concerns.

Item 3: Discuss Comprehensive Plan update. Larry Oliverson gave an update on the planning process. The steering committee has looked at 3 different consulting firms – Cedar Corp, MSA, and Vanderwalle & Associates. They will make a recommendation to the Town Board at the next meeting as to which firm they feel will work the best with our town.

With no further business, Sally made a motion to adjourn, second by Kim. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

March 23, 2022 Agenda:

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
March 23, 2022**

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 January 26, 2022.
4. Request by David Beres to rezone an existing 3.58-acre lot at W158 Concord Center Dr. (pin # 006-0716-1344-002) from A-3 to A-2. Request for a Conditional Use permit for the same property to allow for storage of contractor's equipment and materials for a landscaping business.
5. Update on Comprehensive Plan update
6. Old business
7. New business
8. Adjournment

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

March 23, 2022 Minutes:

TOWN OF CONCORD PLAN COMMISSION MINUTES

March 23, 2022

The meeting was called to order at 7:00 p.m. with Plan Commission members Jim Gilbert, Lloyd Zastrow, Sally Williams, and Kim Miller present. Carole Hoffmeister was absent.

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 January 26, 2022 meeting, seconded by Kim Miller. All approved. Motion passed.

Item 1: David Beres presented a petition to rezone an existing 3.58-acre lot at W158 Concord Center Dr. (pin # 006-0716-1344-002) from A-3 to A-2. He also requested a Conditional Use permit for the same property to allow for storage of contractor's equipment and materials for a landscaping business. A similar petition to rezone 2.17 acres at the rear of the lot was approved by the town in 2017. This petition was never finalized and the property was never rezoned. Mr. Beres wants to replace 2 buildings that are used for storage and are unsafe with 1 large 4000sf building. He said the zoning office told him he had to rezone the whole lot in order to do that. Upon discussion, Mr. Beres will only be using the buildings in the back of the lot and is not proposing any business use for the house or the front area of the lot. Based on this, and to be consistent with the town plan in allowing storage only and no business operations onsite, the Plan Commission recommended rezoning only the 2.17 acres proposed in the original petition. Sally Williams will check with the zoning office as to why they indicated the whole lot had to be rezoned.

Two neighbors attending the meeting. They said that burning of landscaping debris on the property is a nuisance. Otherwise, they have no complaints.

Sally Williams made a motion to approve rezoning of 2.17 acres at the back of the lot to A-2 as per the original petition in 2017 (shaded area on the map submitted with the petition). Second by Kim Miller. All approved. Motion passed.

Kim Miller made a motion to approve the Conditional Use permit for storage of contractor's equipment with the following conditions - this is storage only, no disposal or burning of job waste onsite, no business operations onsite, no outdoor storage of equipment. Second by Lloyd Zastrow. All approved, Motion passed.

Mr. Beres was informed that he will need to check with the village of Summit as the property is in their extraterritorial plat review area.

Item 3: Discuss Comprehensive Plan update. Steering committee is meeting to coordinate update - anyone can participate. Postcards have been sent out to all residents regarding public input meetings. First public input meeting is

tomorrow night at 7 pm. All planning information is updated regularly in the website.

With no further business, Sally made a motion to adjourn at 8:02, second by Jim. Meeting adjourned. Respectfully submitted, Sally Williams, secretary

June 1, 2022 Agenda:

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
June 1, 2022**

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 23, 2022.
4. David Beres - request for amendment to proposed conditional use permit at W158 Concord Center Dr. (pin # 006-0716-1344-002) to allow for disposal of yard waste from jobsites.
5. Update on Comprehensive Plan update
6. Old business
7. New business
8. Adjournment

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

June 1, 2022 Minutes:

TOWN OF CONCORD PLAN COMMISSION MINUTES

June 1, 2022

The meeting was called to order at 7:02 p.m. with Plan Commission members Jim Gilbert, Sally Williams, Carole Hoffmeister and Kim Miller present. Lloyd Zastrow was absent.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Kim Miller made a motion to approve the minutes from the March 23, 2022 meeting, second by Jim Gilbert. All approved. Motion passed.

Item 1: David Beres requested an amendment to a proposed conditional use permit at W158 Concord Center Dr. (pin # 006-0716-1344-002). At the May 9 Town Board meeting, the town approved a petition to rezone 2.17 acres to A-2 and a conditional use permit for storage of landscaper's equipment. The town stipulated that Mr. Beres could not burn or dispose of yard waste from job sites at the property. Mr. Beres is requesting the use of a dumpster to store jobsite yard waste on the property for pick up by a commercial waste service. He has contracted with Industrial Recyclers for a 30 yd dumpster which he says will accommodate all the waste he generates annually. Kim Miller made a motion to approve the use of 1 dumpster to store job waste on site for future removal. Dumpster should be screened to reduce visibility. Second by Sally Williams. All approved., Motion passed.

With no further business, Sally made a motion to adjourn at 7:49, second by Jim. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

July 27, 2022 Agenda:

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
July 27, 2022**

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 June 1, 2022.
4. Ted Mueller is requesting review and approval of a preliminary CSM to create a 2.0 acre A-3 farm consolidation parcel from a 29.78 acre A-1 parent parcel at W2056 Church Dr. (pin 006-0716-0832-000).
5. Susan Jaske is requesting review and approval of a preliminary CSM to create a 2.0 acre A-3 lot from a 15 acre A-1 parent parcel at N5470 Golden Lake Park Rd. (pin 006-0716-2541-001)
6. Discuss deletion of section 10 in town ordinance 12.03 INTOXICATING LIQUOR AND FERMENTED MALT BEVERAGES.
7. Update on Comprehensive Plan update
8. Old business
9. New business
10. Adjournment

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

July 27, 2022 Minutes:

TOWN OF CONCORD PLAN COMMISSION MINUTES

July 27, 2022

The meeting was called to order at 7:02 p.m. with Plan Commission members Jim Gilbert, Sally Williams, Lloyd Zastrow and Kim Miller present. Carole Hoffmeister was absent.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Kim Miller made a motion to approve the minutes from the June 1, 2022 meeting, second by Jim Gilbert. All approved. Motion passed.

Item 1: Ted Mueller requested review and approval of a preliminary CSM to create a 2.0-acre A-3 farm consolidation parcel from a 29.78-acre A-1 parent parcel at W2056 Church Dr. (pin 006-0716-0832-000). Sally Williams made a motion to recommend approval of the proposal as presented. Second by Jim Gilbert. All approved. Motion passed.

Item 2: Susan Jaske requested review and approval of a preliminary CSM to create a 2.0-acre A-3 lot from a 15-acre A-1 parent parcel at N5470 Golden Lake Park Rd. (pin 006-0716-2541-001). Jaskes are requesting a 2-acre lot - the DNR required them to put the driveway further north on the property resulting in a longer driveway and necessitating a larger lot size. Jim Gilbert made a motion to recommend approval of the proposal as presented. Second by Sally Williams. All approved. Motion passed.

Item 3: Discuss deletion of section 10 in town ordinance 12.03 INTOXICATING LIQUOR AND FERMENTED MALT BEVERAGES. Section 10 relates to hours of operation and does not match the hours listed in state statutes. The Plan Commission recommends deleting the current section 10 and replacing it with a reference to Wis. Stats. 125.68(4)

Item 4: Update on Comprehensive Plan update

With no further business, Sally made a motion to adjourn at 7:49, second by Jim. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

August 24, 2022 Agenda:

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
August 24, 2022**

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 July 27, 2022.
4. Request by Charles Earhart to rezone from A-1 to A-3 to create a 1-acre residential lot at N5071 Inlynd Dr. from parcel #006-0716-3544-000.
5. Update on Comprehensive Plan
6. Old business
7. New business
8. Adjournment

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

August 24, 2022 Minutes:

TOWN OF CONCORD PLAN COMMISSION MINUTES

August 24, 2022

The meeting was called to order at 7:03 p.m. with Plan Commission members Jim Gilbert, Sally Williams, Lloyd Zastrow, Kim Miller, and Carole Hoffmeister present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Kim Miller made a motion to approve the minutes from the July 27, 2022 meeting, second by Carole Hoffmeister. All approved. Motion passed.

Item 1: Charles Earhart requested review and approval of a preliminary CSM to create a 1-acre non-prime A-3 residential lot from a 32-acre A-1 parcel at N5071 Inlynd Dr. (parcel #006-0716-3544-000) This 32-acre A-1 parcel is part of a 40-acre A-1 parent parcel. Two non-prime lot splits have already been created from this 40-acre parent parcel by the original owner. While the county would allow 3 non-prime splits, the Town of Concord Comprehensive Plan only allows 2 non-prime splits per parent parcel. Therefore, the Town would consider this parcel frozen for further splits. Sally Williams made a motion to deny the lot split as it would violate the Town of Concord Comprehensive Plan, second by Jim Gilbert. All approved. Motion passed. Note: the proposal violates the Town of Concord Comprehensive Land Use Plan, Ch. 11.C. Zoning Restrictions: "The Town will allow a maximum of only two A-3 lots to be created on a non-prime parcel as opposed to the three-lot maximum allowed by the County."

Item 2 Update on Comprehensive Plan: The Comprehensive Plan Steering Committee met with MSA planner Jason on Monday August 22 to review the final 4 chapters of the plan. Jason will have a complete draft of the plan available by this Friday, August 26 along with a document summarizing changes to the plan. The draft plan and change summary will be e-mailed to all Plan Commission members by August 26 and will be posted on the Town website for review. This will give the Plan Commission 60 days to review the plan before the October Plan Commission meeting. The Plan Commission can then act at the October meeting to recommend the updated Plan to the Town Board.

With no further business, Kim made a motion to adjourn, second by Sally. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

September 28, 2022 Agenda:

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
September 28, 2022**

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 August 24, 2022.
4. Donald and Nancy Brunson are requesting review and approval of a preliminary CSM to create a 1-acre A-3 lot from a 14-acre A-1 parcel near 1432 County Road B (parcel # 006-0716-1642-002).
5. Jeffery and Kathryn Riederer are requesting review and approval of a preliminary CSM to rezone .8 acres from A-1 to A-2 or A-3 to be added to an adjacent A-3 lot for a septic system and/ or a potential ag business. The site is on Concord Center Dr on parcel #006-0716-1334-005.
6. Review of Comprehensive Plan update
 - a. Review substantive changes
 - b. Review survey results
7. Old business
8. New business
9. Adjournment

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

September 28, 2022 Minutes:

TOWN OF CONCORD PLAN COMMISSION MINUTES

September 28, 2022

The meeting was called to order at 7:00 p.m. with Plan Commission members Jim Gilbert, Sally Williams, Lloyd Zastrow, and Kim Miller present. Carole Hoffmeister was absent.

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 August 24, 2022 meeting, second by Kim Miller. All approved. Motion passed.

Item 1: Donald and Nancy Brunson requested review and approval of a preliminary CSM to create a 1-acre A-3 lot from a 14-acre A-1 parcel near 1432 County Road B (parcel # 006-0716-1642-002). This is a prime lot split and no further splits would be allowed from this parcel. Jim Gilbert made a motion to recommend approval of the lot split as presented, second by Kim Miller. All approved, motion passed. This is consistent with the Town of Concord Comprehensive Plan Ch. 5. B. 1. & 2. Which states that the town will follow county policy for prime lot splits.

Item 2: Jeffery Riederer requested review and approval of a preliminary CSM to rezone .8 acres from A-1 to A-2 or A-3 to be added to an adjacent A-3 lot for a septic system and/ or a potential ag business. The site is on Concord Center Dr. on parcel #006-0716-1334-005. Mr. Riederer purchased this property last fall for a home site but the soil test submitted to the county was off the property. No site on the property will perk for a septic. Mr. Riederer would like the .8 acres rezoned to A-2 because the county has indicated they would prefer this as they do not want to create a 2.2-acre prime A-3 lot, and Mr. Riederer has a bee keeping business which he would like to operate at the property.

Rezoning to A-2 would be contrary to the Town of Concord Comprehensive Plan Ch. 8.B.9. which states that the town will limit establishment of new businesses to the hamlet area with the exception being home occupations. Rezoning to A-2 also creates the future potential for approval of other business at the site which the town would not want. It also sets a precedent for rezoning to A-2 outside of the hamlet area. The bee keeping business could be run on the A-3 property with a conditional use permit for a home occupation. There is no reason to rezone to A-2 for the primary purpose of a septic system. Kim Miller pointed out that Wis. Stat. 91.48 states that rezoning out of A-1 must be consistent with any available comprehensive plan.

After extensive discussion, Kim Miller made a motion to recommend approval of rezoning the .8 acres to A-3 to be added to the existing A-3 parcel. Second by Sally Williams. All approved. Motion passed.

Item 3: Review of Comprehensive Plan update

- a. Sally Williams reviewed the substantive changes to the plan. The plan will include criteria for business development in the hamlet to allow more community-oriented business compatible with neighboring residential development rather than industrial type business. The criteria are still being refined.

The amendment process in the plan has been changed. Rezoning requests inconsistent with the plan must first go to the town board. The town board would make the decision as to whether or not to entertain an amendment to the plan for the proposal in question. If the town board votes against pursuing the amendment process, then the proposal is effectively denied. If the town board approves entertaining an amendment for the proposal, then the amendment process is initiated.

Dates: Oct. 5 – MSA will have the Public Hearing Draft ready

Oct. 26 – the Plan Commission will consider the Plan and recommend it to the town board

Nov. 14 or later that week - Public hearing. If this is scheduled as a special town board meeting, the town board could pass the ordinance adopting the plan at that meeting. Otherwise, they would adopt the plan at the December town board meeting.

b. Review survey results: Larry stated that there were 236 responses from 794 surveys sent out. 195 (82.6%) in favor of no A-2 zoning outside the hamlet. 39 (16.5%) in favor of A-2 outside the hamlet. Two responses were uncommitted. A large percent reflected significant concerns about potential impact of businesses.

7. Old business
8. New business

Dale indicated that the Plan Commission members need to be reappointed. As there are 5 members, they would be appointed for differing terms of 1, 2, 3, 4, and 5 years. Once the term is up, the next term would be a 5-year term. This would result in staggered terms with only 1 member being replaced each year. This will be on the agenda for the next town board meeting.

Sally suggested that the Plan Commission meet with the Town Board to discuss how the 2

entities should work together particularly for the plan amendment process and proposals that are inconsistent with town plan.

Sally said that currently meeting notices are being sent to property owners within ½ mile radius of petitions on the agenda. This seems farther than necessary. For this meeting, 40 notices were sent out. The county sends notices to property owners within 500ft. for rezoning petitions and ¼ mile

for CUPs. The decision was made to send notices to a ¼ mile radius in the future.

There was discussion as to whether or not the town would like to require that it sign the final CSMs when land is rezoned. An ordinance to that effect would need to be passed if the town wants to require this. Currently only 4 towns in the county require their signature on the final CSM.

9. Adjournment

With no further business, Jim made a motion to adjourn at 8:54 pm, second by Kim. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

October 26, 2022 Agenda:

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
October 26, 2022**

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 September 28, 2022.
4. Douglas Lunde is requesting review and approval of a preliminary CSM to create a 1.54-acre A-3 parcel around an existing home from a 39.5-acre A-1 parcel at 7055 Morgan Rd. (pin 006-0716-0141-000)
5. Update on Comprehensive Plan
6. Old business
7. New business
8. Adjournment

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

October 26, 2022 Minutes:

TOWN OF CONCORD PLAN COMMISSION MINUTES

October 26, 2022

The meeting was called to order at 7:00 p.m. with Plan Commission members Jim Gilbert, Sally Williams, Lloyd Zastrow, Kim Miller, and new member Kim Herro present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Kim Miller made a motion to approve the minutes from the September 28, 2022 meeting, second by Jim Gilbert. All approved. Motion passed.

Sally Williams made a correction to the posted agenda – in agenda item number 4, the name should read Douglas Lunde not Donald Lunde.

Item 1: Douglas and Sandra Lunde requested review and approval of a preliminary CSM to create a 1.54-acre A-3 farm consolidation parcel around an existing home (pre-1975) from a 35.93-acre A-1 parcel at 7055 Morgan Rd. (pin 006-0716-0141-000). There was discussion about the fact that this property and the neighboring property to the south have a shared driveway. The lot line goes through the middle of the driveway. There is enough room along the road to split this into 2 separate driveways in the future if necessary. Currently both properties are under the same ownership. Sally Williams made a motion to recommend approval of the petition as presented, second by Jim Gilbert. Sally, Jim, Lloyd, and Kim Miller approved. Kim Herro denied.

Item 2: Review of Comprehensive Plan update

The Public Hearing Draft is available on the town website. Sally printed a summary of substantive changes from the MSA planner for each Plan Commission member. Changes include the following: language indicating we do not want solar farms, clarified policy of no business zoning outside the hamlet, added suggested criteria for businesses in the hamlet. The Public Hearing on the amended Plan will be Nov. 15 @ 7 p.m. The MSA planner will be present to give a presentation. The Plan Commission will consider the amended plan at their next meeting on Nov. 23. They may make minor changes stemming from Public Hearing input. The Plan Commission will then vote to recommend the new plan to the town board for approval. The Town Board will meet immediately after to pass the ordinance adopting the plan.

With no further business, Jim made a motion to adjourn at 8:10 pm, second by Kim. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

November 15, 2022 Agenda:

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
November 15, 2022**

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. Public Hearing for the amended Town of Concord Comprehensive Land Use Plan – presentation by the Concord Town Plan Steering Committee and by Jason Valerius from MSA Professional Services.
4. Old business
5. New business
6. Adjournment

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

November 15, 2022 Minutes, Comprehensive plan public hearing

Minutes for the Town of Concord Plan Commission special meeting and Public Hearing for the amended Town of Concord Comprehensive Land Use Plan 11-15-2022

The meeting opened at 7:00 p.m. with Lloyd Zastrow, Jim Gilbert, Kim Miller, Sally Williams, and Kim Herro present. Board members Dale Konle and Bill Ingersoll were also present. Steering committee members Larry Oliverson and Tom Williams were present along with MSA planner Jason Valerius. Twenty-six Concord town citizens signed the sign-in sheet.

Sally Williams stated that the meeting was properly posted.

The meeting was turned over to steering committee chair Larry Oliverson to conduct the Public Hearing.

Public Hearing for the Town of Concord Comprehensive Land Use Plan

Introduction (Larry Oliverson)

Larry gave a brief overview of the Town Plan update process. He stated that the Plan is legally required, serves to protect property rights and establish equal treatment of petitioners, simplifies decision making, and prevents legal issues for town.

The town adopted a Public Participation Plan and has held three community input meetings and conducted a mailed survey. Throughout the planning process, the steering committee worked back and forth with MSA to amend and update the plan.

Larry reviewed the survey results. Out of 794 surveys mailed out, 236 were returned for a 30% response rate. 80% of respondents indicated a desire to limit all business development to the hamlet area. The questions gauging citizen concern regarding impact of business development indicated that for all potential impacts listed >75% of citizens were either very or moderately concerned about those impacts.

Review of Plan changes (Jason Valerius)

Jason explained that the Town is under county zoning but that the county asks for town recommendations for land use petitions. He also stated that there is potential for annexation from the neighboring communities of Oconomowoc and Summit as a change in state law now allows annexation across county lines without town approval.

Jason then gave an overview of Plan changes in each element.

Vision Statement – added a definition of rural character

Issues & Opportunities – The town population has dropped in the last 10 years due to a drop in household size. Population is projected to remain steady for next 20 yrs. This is by design and reflects that the current which seeks to limit development is achieving its goal.

Housing – The town will continue to be more restrictive than Jefferson County in regard to lot splits on non-prime land by decreasing allowable lot splits from 3 to 2.

Transportation – The town will post weight limits on certain roads to address an increase in truck traffic. The town may consider improving roads as they are resurfaced by increasing shoulder width.

Utilities & Community Facilities – Jason showed data indicating that from 1999 to 2009 there were 9 new septic systems per year. In the last 10 years, there were 2.6 new septic systems per year. This would indicate that development has been slowed and held to a minimum.

Wording has been added to indicate that the town opposes utility scale solar and wind developments.

Agricultural – Jason presented a map showing areas that can't be developed due to environmental limitations.

Cultural – no new content

Economic Development – The town will not approve commercial development outside of the hamlet and there will be no expansion of hamlet.

Intergovernmental – A concern is the potential for annexation from Oconomowoc and Summit. The plan directs town officials to approach these municipalities to establish a working relationship. There is no directive to pursue border agreements at this time as exploring such agreements may be inviting discussion of something that's not being asked for right now.

The town also needs to maintain a good relationship with Jefferson County. The town needs to use the Plan as the basis for land use decisions. The plan directs the town to maintain documentation showing how each land use decision of the town is consistent with the Plan.

Land Use – A Section has been added outlining suggested guidelines for business development in the hamlet. Suggested guideline address size, traffic, lighting, noise, viewshed, water quality, odors, and air quality.

Implementation - This element relates to implementing strategies outlined in previous chapters. It addresses the following:

- The need for the town to maintain documentation for land use decisions

- Town expectation that Jefferson County will to adhere to its own land use plan and to state law

- Capital Improvement Plan – directs the town to develop a 3–5-year plan for major expenses such as road repair and building maintenance. This should be established by next year's budget.

- The amendment process has been clarified. It has also been amended to indicate that the process will start with the town board. If a proposal is introduced which is inconsistent with the plan, the Town Board will decide whether or not to pursue a plan amendment. Jason reviewed the remaining process – there must be notice of a public hearing and a mailing sent to all town residents, the Plan Commission will hear the petition and make a decision. If the plan commission does not recommend the amendment to the town board, the petition is dead. If the plan commission recommends the petition to the Town Board, then Board may vote yes or no or send it back to plan commission for changes.

Changes since public hearing draft was published –

- All amendments will require all residents to be notified by mail.

- A reference to following county policies was clarified to indicate that the town follows county policy in regard to lot splits (with the exception of limiting non-prime splits) and farm consolidations.

- Adequate parking was added to the list of guidelines for business development in the hamlet.

Comments/ questions

Q. Why is farmland preservation not mentioned?

A. The whole document is aimed at farmland preservation by limiting development & limiting rezoning out of A-1.

Q. Why comment on solar and wind – does the town have anything to say about approval?

A. Wind and solar installations are approved by the PSC. The plan references its opposition only to make clear the town's position on the issue

Q. How is the hamlet boundary determined?

A. The boundaries were originally determined by Jefferson County. They were modified slightly for this plan – the wetlands were included and the southern border was adjusted slightly to try and run along property lines as much as possible. It can change but only through a plan amendment.

Q. Who reviews water quality - isn't that the DNR?

A. Jefferson County and the DNR work together to ensure water quality

Q. Question about annexation in regard to the village of Sullivan.

A. There is no indication that their trajectory of limited growth is changing so annexation by them does not seem to be a threat.

Q. Concern about annexation in the next 10 years.

A. Jason had talked to the city of Oconomowoc development director - they have no immediate objective to grow into Concord. The process is driven by property owners - they can talk to the city and request annexation but the city has no design to be proactive in this.

There was extensive discussion about the plan amendment procedure. There was concern that the plan commission seemed to have veto power over the town board in regard to amending the comprehensive plan. The process states that if the plan commission does not pass a resolution moving the amendment to the town board, the amendment does not go forward. Jason explained that the process in the town plan reflects the amendment process required by state statute. In state statutes the roll of elected officials is to adopt what is brought forward by plan commission.

Motion to adjourn by Jim Gilbert/ Kim Miller at 8:45 p.m. Meeting adjourned.

(sign-in sheet attached)

Sign-ins

Charlotte Savick

Lynne Savick

Scott Zacher

Annal & Karen Loto

RICK DAHLA

Daniel Malone

Cal Schmidt

Sally Webber

Jimmy Burke

STEPHEN BOLDT

SHEILA BOLDT

Jim Helbert

Donna Wood

Dea Newack

BE

Kurt Klumb

Mike Hano

Gindy Arbiture

Bill Arbiture

Jayce Wulmon

Bill Fugersdal

Joel Parker

Kurt Rothkamp

Mia Rothkamp

Roxanne Butler

November 23, 2022 Agenda:

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
November 23, 2022**

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 26, 2022 and November 15, 2022.
4. Consideration of a resolution to recommend the "Town of Concord Comprehensive Land Use Plan" to the Town Board.
5. Old business
6. New business
7. Adjournment

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

November 23, 2022 Minutes:

November 23, 2022

The meeting was called to order at 7:00 p.m. with Plan Commission members Jim Gilbert, Sally Williams, Lloyd Zastrow, Kim Miller, and Kim Herro present. Board members Bill Ingersoll and Dale Konle and MSA planner Jason Valerius were also 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 26, 2022 meeting, second by Kim Miller. All approved. Motion passed. Jim Gilbert made a motion to approve the minutes from the November 15, 2022 meeting, second by Kim Herro. All approved. Motion passed.

Consideration of amended Town Plan Resolution:

The Plan commission discussed the resolution to recommend the amended Town of Concord Comprehensive Land Use Plan to the Town Board. Several corrections were noted to the Public Hearing draft of the Plan presented on November 15.

- Pg. iv of the Table of Contents – remove the reference to table 8-1 as that table does not exist.
- Pg. 61 under 9.D. Road Maintenance – change *Town* of Summit to *Village* of Summit.
- Pg. 66 C. Lighting – insert “which” in the following to correct a non-sentence: “The Town is trying to protect rural character at all times of the day and night, and to avoid excessive nighttime lighting *which* disrupts that character.”
- Pg. 71 under Public, Commercial, and Residential Trends –from final sentence of Paragraph 2 remove wording: “adjacent to properties currently utilized for business purposes.”
- Kim Miller had several typos and capitalization issues that she will review with Jason to correct for the final copy.

The Plan Commission proposed the attached resolution (see pg. 2 of minutes) to recommend the 2022 Town of Concord Comprehensive Plan to the Town Board with the above changes and corrections.

Jim Gilbert made a motion to pass the resolution, second by Kim Herro. All approved. Motion passed.

With no further business, Kim Miller made a motion to adjourn at 7:12 pm, second by Jim Gilbert. Meeting adjourned.

Respectfully submitted, Sally Williams, secretary

**RESOLUTION BY THE PLAN COMMISSION
TO RECOMMEND ADOPTION OF THE UPDATE TO THE
COMPREHENSIVE LAND USE PLAN**

The Plan Commission of the Town of Concord, Jefferson County, Wisconsin, by this resolution, recommends to the Town Board of the Town of Concord, adoption of the update to the "Town of Concord Comprehensive Land Use Plan."

The updated "Town of Concord Comprehensive Land Use Plan" contains all materials relating to and supporting the elements of the Comprehensive Plan including maps listed in Appendix A and all descriptive materials as referred to in Appendices B, C, D, E, F and G. The requirements of the comprehensive planning law under Wis. Stats. 66.1001 have been met, namely:

- a) The Town Board adopted a Public Participation Plan for the comprehensive planning process as required by Wis. Stats. 66.1001(4)(a) on April 11, 2022, and updated that plan on August 8, 2022.
- b) In accordance with Wis. Stats. 66.1001(2), the updated plan includes the nine required elements.
- c) This resolution has been adopted by a majority vote of the entire Plan Commission. This vote will be recorded in the official minutes of the Plan Commission.
- d) Copies of the plan, when adopted, will be sent to all governmental units specified in Wis. Stats. 66.1001(4)(b).

Adopted this 23 day of Nov, 2022

Ayes 5 Noes 0 Absent 0

Attest: Lloyd Zastrow
Plan Commission Chair