

**Town of La Pointe Planning and Zoning  
Town Plan Commission  
Regular Monthly Meeting Minutes**

**Wednesday, March 27<sup>th</sup>, 2019**

**3:30 PM**

**La Pointe Town Hall**

Members in Attendance: Suellen Soucek, Chair; Mike Starck, Vice Chair; Paul Wilharm and \*Jim Peters, (\*via tele-conference)

Town Staff: Lisa Potswald, Town Administrator and Ric Gillman, Zoning Administrator

Public Present: John Soucek and Paul Brummer.

**I. Call to Order/Roll Call**

Chair Soucek calls the meeting to order @ 3:30

**II. Public Comment**

Paul Brummer encourages in the development of the Zoning Brochure that we let people know if they don't like the Zoning the Town will just change it.

Soucek motions to address item V. a. below to accommodate the Town Administrator. Starck seconds, 4 ayes motion carries.

**III. Approval of Previous Minutes**

**a. Town Plan Commission Regular Monthly Meeting March 6<sup>th</sup>, 2018**

Clarification of 2 typo's noted. Starck motions to approve as corrected, Soucek seconds, 4 ayes, motion carries.

**IV. Zoning Administrators Report and update**

Review of the February ZA report. Discussion related to what Bad River may be considering for properties located on Big Bay Rd. Other related issues are address further in New Business. Unanimous consent to place the report on file.

**V. New Business**

**a. Rental Ordinance**

The Town Administrator presented and answered questions related to the long and short-term rental of "camping units" and becoming *in the future defined* as "incidental structures". The proposal and draft changes are in keeping with the work presented in the past few months by the Town Plan Commission. There are no further recommendations from the TPC. There was some clarification as to the role of Zoning in implementation and oversight of the rentals as this will bring issues of setbacks, permits and other zoning issues to the forefront. The TPC thanks the Town Administrator for her work and follow-up with this pending issue. Mike Starck motions to return item III. on the agenda, Soucek seconds 4 ayes motion carries.

**b. Ordinance Review at County Level/Update**

All approved changes reviewed by the Town Board on February 19<sup>th</sup>, 2019 have been forwarded to the Town's Attorney and the Ashland County Zoning Administrator. There has been some discussion related to "Private Ponds" Section 4.6 (Act 67) and the Airport overlay. Commissioner Wilharm, also Airport Manager expresses this can be an issue as pond attract water fowl and can prove a hazard to air traffic. The ZA does not see this as a problem as the Town controls all surrounding properties and complies with FAA and BOA rules and regulations.

TB (5) TPC (5) Clerk (1) File (1) Email: Town Administrator; Assistant Administrator; Clerk; Deputy Clerk;  
La Pointe Shop

**c. Fire Numbers**

30 Sections have been entered into data and recorded on maps provided by Ashland County. In discussion with Dorothy Tank, Ashland County Emergency Services, the ZA would like to finish the remaining 9 Sections for a complete representation of the current numbers assigned on the Island. Following this the ZA will meet with the County and discuss problems, and options for bringing the system into the “Enhanced 911” mandate. This may require a significant change to our addressing system. The ZA wants to represent any option or necessary changes following this meeting. It is anticipated the next meeting with the County will be in mid-April.

**d. Zoning Brochure Development**

The ZA presented a proposed 2-sided tray card with bullet points to aid a property owner in procedure of Zoning. It is anticipated these will be distributed to the Realtors doing business on the Island and be available at the Town Hall. A final read and review will be on the next TPC agenda.

**e. Review of applicants for serving on the Town Plan Commission and recommendation to the Town Board**

3 Candidates have sign up for membership on the Town Planning Commission. The Chair elected to read each candidates response. Each member was canvassed and asked to vote on two for the first go around, and in the event of a tie, a subsequent vote for 1 would be cast. The TPC became deadlocked in a tie between two candidates. Peters suggested we should come to a consensus for our recommendation. After discussion, the TPC came to the consensus to recommend Samantha Follis as a member of the TPC. It is noted all three candidates were well qualified and should be encouraged to pursue appointment as terms expire and openings on the TPC occur. The ZA will write a memo to the Town Board reflecting the consensus and will write a letter to applicants of gratitude following the Town Board Decision.

**VI. Future Agenda Items**

- a. Fire Numbers
- b. County Zoning Approvals
- c. Zoning Brochure
- d. Welcome new Commissioner

**VII. Next Scheduled Meeting**

Wednesday April 17<sup>th</sup>, 3:30 Town Hall

**VIII. Adjournment**

Chair Soucek calls adjournment @ 4:05 (4:09)

*Respectfully Submitted 3/28/19 by Ric Gillman, Zoning Administrator*

*Approved as amended on 4-17-19*