

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

**Wednesday, August 5<sup>th</sup>, 2020  
4:00PM**

Members Present: Suellen Soucek, Chair; Mike Starck, Vice Chair; Samantha Dobson; Jim Peters and Paul Wilharm. (Wilharm via tele-conference).

Public Present: John Soucek and Paul Brummer

Staff Present: Ric Gillman, ZA

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

Roll call reflects members present as indicated above.

**II. Town of La Pointe Workplace Mask Policy**

**a. Signature required by Town Plan Commissioners attending in person**

Members in attendance submitted signature on Mask Policy. Wilharm will submit the same either as Airport Manager or as a TPC Member.

**III. Public Comment**

None

**IV. Approval of Previous Minutes**

**a. Town Plan Commission Special Monthly Meeting July 15<sup>th</sup>, 2020**

Dobson points out the record shows her maiden name. Corrected. Starck motions to approve with correction noted. Peters seconds, 5 ayes motion carries.

**V. Review Workshop Notes/Minutes from 7-15-20 MOBILE VENDORS as authored by the Zoning Administrator. (consensus for file)**

No additions or deletions recommended, place on file with unanimous consent.

**VI. New Business**

**a. Letter review Middle Road Literary Arts Society, Inc. and any related correspondence 274 Middle Road, Parcel ID 014-00438-0400**

The owners of the property above have presented a letter to the TPC outlining the use of the "Stage Mobile". A copy of this letter is circulated to the Town Board with these minutes. It is the recommendation of the TPC, that this interpretation meets Zoning criteria and as such does not represent an infraction on the setbacks.

**b. Review and discuss Ashland County Wetland Conservation Ordinance in effect as of 7/15/20. Ordinance available on the Town's Web Site. Article in regard will be placed in the next available gazette.**

The TPC is in the process of reviewing this ordinance, as it pertains to the island. There are several questions which will be addressed as follow:

- The ZA will seek legal advice regarding the application of this ordinance. While the ordinance specifies areas of County jurisdiction, it also states all municipalities will abide by and enforce this issue. The question is County Zoning jurisdiction is applicable to lands or properties within 1,000' of Lake Superior, thus would this ordinance also apply to lands beyond 1,000'.
- TPC members are asked to continue the review of this ordinance, so we all may be clear in its application.

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

- A copy of this Ordinance is linked to the Town’s web site and an article will be placed in the next Gazette, alerting and directing property owners to a copy.
  - c. Review and discuss language pertinent to Mobile and Street vendors as related to consensus by the Town Board at the Workshop (V. above). Draft recommendation to the Town Board with final review by the Town Administrator and the Zoning Administrator for recommendation to the Town Board.**

The TPC reviewed draft documents provided by the Town’s Administrator. The consensus is this is comprehensive. The consensus from the TPC is to have the Town Administrator and The Zoning Administrator to complete the language and criteria based upon the information exchanged in the workshop on 7-15-20 (Mobile Vendors) and forward it on to the Town Board for final approval.

- d. Review letters of concern written to property owners on Mondamin Trail from the Zoning Department, (no action required by the Town Plan Commission).**

Zoning has sent 9 letters of concerns related to properties on Mondamin Trail. These letters are filed and to date several property owners have responded, with supporting documentation. These letters outline the ordinance related to “Camping Units” on private land and sanitation permits through the County and/or Sanitary District. The ZA is seeking a list of all portable restrooms in service on the island to assure sanitary permitting requirements. The County narrative states these units can be a permanent sanitary unit however, the permit application identifies them as “temporary only”. Information collected on locations will precipitate a letter from Zoning and requiring compliance.

- e. Rental Permit Update**

Due to uncertainties in COVID – 19 response, the ZA has waived all late fees related to the rental permits except for any properties rented prior to receiving a permit from the Town of La Pointe. To date no infractions are noted, though not all information is current.

- f. Fire Numbers**

Nothing

- g. Junk Ordinance**

A resubmission of an article placed in the Gazette last April will be resubmitted asking for public input related to a “Junk Ordinance” etc. Input will be encouraged via email, or in writing.

**VII. Future Agenda Items**

- a.** Mobile Vendors, final language or action be the Town Board
- b.** Wetland Ordinance update
- c.** Sanitary permits as related to “Portable Restrooms”
- d.** Fire Numbers

**VIII. Next Scheduled Meeting**

Wednesday September 2<sup>nd</sup>, 2020 at 4:00PM

**IX. Adjournment**

Chair Soucek adjourns at 4:30PM

*Respectfully submitted 8-6-20 by Ric Gillman, ZA*

*Approved as submitted 9-2-20, RG*