

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

**Wednesday, October 6<sup>th</sup>, 2021 4:00PM**

Members in Attendance: Suellen Soucek, Chair; Mike Starck, Vice Chair; Jim Peters and Paul Wilharm  
Members Absent: Samantha Dobson  
Town Staff: Ric Gillman  
Public Present: Charles Brummer, Paul Brummer, John Soucek and Charlie Meech

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

Chair Soucek calls the meeting to order @ 4:00PM Roll call reflect members in attendance listed above

**II. Public Comment**

Paul Brummer states he would like to see extended public comment added to the agendas. ZA clarified it is an intended agenda item though he forgot to include it. Chair declares she will provide that time toward the end of this meeting.

**III. Approval of Previous Minutes**

**a. Town Plan Commission Regular Monthly Meeting September 1<sup>st</sup>, 2021**

Motion to approve as submitted by Peters 2<sup>nd</sup> by Starck 4 Ayes motion carries

**IV. Zoning Administrators report and update**

**a. Written and Verbal Report**

Review of current permits and pending issues. Report placed on file by unanimous consent.

**V. New Business**

Peters motions to go to item V. d. below 2<sup>nd</sup> by Starck 4 Ayes motion carries

**a. Town Property acquisition recommendation to the Town Board to join the properties. Parcel Numbers 436-0100 PART OF BLOCK 35 DESC IN DOC # 342747 AS PARCEL 1 VILLAGE OF LAPOINTE .13A and 436-0200 PART OF BLOCK 35 DESC IN DOC # 342747 & DOC # 342949 AS PARCEL 2 SIZE IS 100' X 120' VILLAGE OF LAPOINTE .26A**

**i. 014-00436-0100 is a "legal nonconforming lot of record". Square footage dimensions required in C-1 is 9,600 square feet, this lot is approximately 6,000 square feet.**

**ii. 014-00436-0200 is a "legal lot of record".**

**iii. Inclusion of these properties in the Parks and Recreation plan**

**1. Define location and usage**

Approximately 105' frontage on eastern side Main Street from the corner of Le Sueur Street running SE.

Approximately 175' on the southern side of Le Sueur Steet to the corner of Bell Street running NE.

Approximately 102 feet west side of Bell Street running SE.

Public Art display

Open air

**2. Possible recommendation for Short- and Long-Term**

Short term – Conjoin lots, eliminating the out lot. Picnic Tables, benches

Long Term – Restrooms – Info placards

Starck motions to recommend the Town combine these lots at or after acquisition thereby eliminating the existing out lot. 2<sup>nd</sup> by Wilharm 4 Ayes motion carries

**b. Update Parks and Recreation plan**

**i. Review and update recommendations**

Review of the Parks and Rec plan for inclusion of new acquired properties. The ZA will review the current Parks and Recreation Plan and offer draft changes for review at the next TPC meeting

**c. Memo review “Incidental Structures”**

**i. Applicability in Zoning**

Memo distributed – Discussion of the current rental ordinance and definition of Incidental Structures and differentiating the structure from Principal and or Single-Family Dwelling. The intent of the current ordinance was reviewed.

**ii. Recommendation to the Town Board on rentals of Incidental Structures related to the defined “Sunset Clause”. Rental Ordinance amended 4/9/19 and 4/28/19**

Motion by Soucek to recommend the Town Board keep the rental ordinance as amended in April 2019, 2<sup>nd</sup> by Peters. Considerable discussion. 4 Nays, motion fails, and results in the TPC recommending the identified “Sunset Clause” to be pursued, thereby not allowing the sublet of Incidental Structures. As identified in the Ordinance any person who has permitted such will be grandfathered under the terms identified.

*Annotation: There is only one current permit related to this in zoning.*

**d. Craftivity, Inc. Charles Meech requests time for presentation to the Town Plan Commission. Related materials circulated.**

Charles Meech addresses the TPC and states he has discussed the possible amendment to the Craftivity CUP with the ZA. He understands his request cannot be considered. He states the ferry schedule has forced him to look at alternatives especially regarding employee housing. He suggests he may apply for increased housing and state in his current CUP he still has 4,000 sq. feet of building allowed which has not been developed. He reiterates the ferry schedule is the problem he faces in doing business as usual. No action taken or considered by the TPC.

Peters motions to return to item V. a. above 2<sup>nd</sup> by Starck 4 Ayes motion carries

**e. Draft Letter authored by the ZA for review related to junk vehicles.**

Not currently available.

**f. Commissioner reports.**

**i. Peters – Junk**

Peters outlines the approach being discussed to aid in Island clean-up efforts. In lieu of Ordinance the possible Town development of programs or procedures designed to help property owners remove unwanted vehicles. As this program develops the TPC will help to inform the public and coordinate as needed with the MIRF.

**ii. Dobson – Campers**

Nothing

**iii. Wilharm – Fire Numbers**

Nothing new, however the TA (Kuchta) has or is reaching out to Ashland County, Dorothy Tank in requesting a return to this issue.

**iv. Starck – Hartzell Project**

The ZA and Mike Starck met with Bob Hartzell, Owner; Chris Pallas, Maintenance for the Inn; Peter Nelson, Surveyor and Arnie Nelson, Nelson Construction. The current issues related to a work plan presented by Hartzell were discussed, and which projects could be permitted at this time.

1. The proposal called for Parking lot which requires a CUP in R-1. This request was dropped during the meeting.
2. The plan showed walking trails and not driveways to some proposed sites. Mr. Hartzell was informed per our driveway and road ordinance each unit is required to have access for EMT and Fire Department. Peter Nelson will survey any new road or driveway placement.
3. The paths can be developed in conjunction with a road plan that meets minimum ingress/egress standards.

4. The existing road (which meets width standards) can be upgraded and maintained as needed.
5. An access road can be permitted on the west sided of the property to accommodate brushing and some tree removal.
6. A building site on an adjacent parcel may be permitted given the purpose of the structure which will meet the criteria applied in R-1.

The ZA spoke of his concerns related to the units proposed not being single-family dwellings and that the intent of the structures proposed are primarily for renting. He views this as an extension of the Inn resort activities and as such sees this as commercial activity in a residential zone. He further clarified the “Expandable Condominium” concept is a viable land use practice. He also asked if Mr. Hartzell would bring the articles related to his condominium to the TPC when available, in which he agreed. The ZA agreed to place Mr. Hartzell and his related plans for this project on the next TPC meeting agenda scheduled for ~~December~~ November 3<sup>rd</sup>, 2021 @4:00PM.

**g. Comprehensive Plan**

**i. Town Board minutes 9/14/21 (distributed)**

The ZA distributed an excerpt of the Town Board meeting on 9/14/21 regarding the comprehensive plan.

**ii. Discussion on TPC role and participation.**

There was discussion of a possible TPC member volunteering to sit on the propose steering committee and reiteration that these workshops will be public and TPC members are encouraged to attend. Possible procedural steps were discussed.

Peters motions to recommend to the Town Board that drafts related to the Comprehensive Plan be forwarded for review by the TPC on a routine basis prior to submission as a final draft document to the Town Board. 2<sup>nd</sup> by Starck 4 Ayes motion carries.

It is the consensus of the TPC that Zoning is a vital component of the Comprehensive Plan.

**VI. Old Business**

**a. Zoning re-write**

**i. Schedule and outline**

Peters has drafted the entire definition revisions related to Ordinance. This will be reviewed by the ZA and Commissioner Wilharm next week and forwarded to the TPC for final draft revisions.

***Annotation: Peters, Wilharm and the ZA will meet on Tues ~~6/12/21~~ 10/12/21 at 10AM to review this draft.***

**The Chair asks for any public input as noted above in Public Comments.**

Paul Brummer asks the Town to not modify Craftivities CUP further as it is W-2. Charles Brummer echoes the same sentiment stating the Town has been very good to the project, and feels like this is enough.

**VII. Future Agenda Items**

- a. Town Board Action related to recommendations
- b. Hartzell Condominium Project
- c. Commissioner reports

**VIII. Next Scheduled Meeting –**

Wednesday, ~~December~~ November 3<sup>rd</sup>, 2021 @ 4:00PM

**IX. Adjournment**

Chair Soucek adjourns at 5:00PM

***Respectfully submitted on 10-7-21 by Ric Gillman, Zoning Administrator  
Approved as amended 11-3-21***