

## **OTTAWA PLAN COMMISSION**

### **Meeting Minutes – August 5, 2019**

Chairman Rupp called the regular meeting of the Plan Commission to order. Roll call attendance was taken; Commissioners Kershek and Weber as well as Supervisor Graham were present.

The first item on the agenda was the Payne & Dolan Annual Report. Ethan Courtier and two other representatives were present on behalf of Payne & Dolan, and they gave a summary report of activity and future plans for the site. Commissioner Kershek made a motion to accept the Annual Report and place it on file. Supervisor Graham seconded the motion and it carried unanimously.

The next item on the agenda was for Discussion and Action for James and Joyce Brahm's Final CSM and any necessary waivers. Planner Scherer read from her report. Commissioner Kershek made a motion to approve the Final CSM subject to the Town Planner and Town Engineer comments. The motion was seconded by Commissioner Weber and it carried unanimously.

The next item on the agenda was for Discussion and Action of Conveyances for Oak Hills Properties, Tim Schwaab, agent. The request was for two separate conveyances and any necessary waivers. Planner Scherer read from her report. The petitioner was not present. Commissioner Kershek made a motion to approve the two conveyance requests as outlined in the Planner's report and subject to the Planner's conditions and waiving items 5, 6, and 7 of the Town Planners report. The motion was seconded by Commissioner Weber and it carried unanimously.

After review by the Plan Commission, Chairman Rupp accepted the list of pending zoning violations.

There was no correspondence.

There was no public comment.

Supervisor Graham made a motion to approve the minutes of the July 1, 2019 meeting as corrected. Commissioner Weber seconded the motion and it carried unanimously.

Commissioner Weber made a motion to adjourn. The motion was seconded by Supervisor Graham and it carried unanimously.

Respectfully submitted,

Lori Geyman

Deputy Clerk, Town of Ottawa