

## **OTTAWA PLAN COMMISSION**

### **Meeting Minutes -September 9, 2019**

Chairman Rupp called the meeting of the Ottawa Plan Commission to order at 6:01 P.M. Roll call attendance was taken, and Supervisor Graham, Commissioner Hausser, Supervisor Jones and Commissioner Kershek were present. Commissioner Weber was absent.

Town Planner Sandy Scherer introduced a Conceptual Land Division for Soli Deo Gloria LLC; agents Michael and Petra Dekan. They are looking for approval of a three-lot Certified Survey Map (CSM), containing an approximately five-acre parcel, 16-acre parcel, and a 17-acre parcel for single family residential use. All proposed lots would access via Waterville Road.

Commissioner Weber arrived at 6:05 P.M.

Planner Scherer read through the Planner Report that she had prepared. The subject property is located on Waterville Road, a State of Wisconsin designated Rustic Road, which also currently provides a temporary “on street” access route for the Ice Age National Scenic Trail (IANST), also known as the Ice Age Trail (IAT). There has been a trail planned through this part of the Town of Ottawa by the Ice Age Trail Alliance for well over 30 years that incorporates “off street” locations as part of the IANST and the Town and County Park and Open Space Plans which are incorporated into the Town and County Comprehensive Development Plans and other Town ordinances.

Planner Scherer called attention to item #10 in her report. It said that the owners own the parcel to the north and the LDDO states contiguous area owned shall be shown. It was recommended this provision be waived. Item #11 of her report states that utilities will have to serve the vacant parcel. Utility easement locations, width, and type, if and as required by the Town of Ottawa Land Division and Development Ordinance and the Town Engineer, shall be shown on the CSM, unless a waiver is granted. This item should wait until the Town Engineer has the opportunity to comment.

Planner Scherer made no formal recommendation, as this is a Conceptual submittal.

Planner Kershek asked if the Dekan’s had reached an agreement with the Ice Age National Scenic Trail regarding the trail easement. Planner Scherer said that she did not know the status of those negotiations but the matter will have to be resolved in conjunction with the submittal of the Preliminary Certified Survey Map.

Commissioner Kershek made a motion to grant a waiver for item #10 of the Planner’s report, as described above. Commission Hausser seconded the motion and it carried unanimously.

Planner Scherer had prepared a Planner Report and Recommendations regarding the Town Comprehensive Development Plan map amendment for the School Section Lake Management District (SSLMD) property. The SSLMD owns approximately six acres and they would like to amend the Town of Ottawa’s Comprehensive Development Plan map from the Suburban Density II Residential category (3 to 4.9 acres of area per dwelling unit) to the Governmental and

Institutional category. Then the SSLMD would like to rezone the property from the A-5 Mini-Farm District to the Public and Institutional District.

The vacant six-acre property was purchased by the SSLMD in 2017, and it is currently used to overwinter a weed harvester and store a dump truck, and to store cut lake weeds.

SSLMD member, Marc Brickner was present, and said that they would like to build an accessory building to store their equipment, and possibly a picnic pavilion in the future.

Planner Scherer recommended the request to amend the Town of Ottawa's Comprehensive Development Plan map be approved.

Commissioner Kershek made a motion to approve Resolution #9-19, to amend the Town of Ottawa's Comprehensive Development Plan as requested by the SSLMD. His motion was seconded by Commissioner Weber and carried unanimously.

The Plan Commissioners reviewed the zoning violations pending with Waukesha County, as prepared by the Town Planner.

Chairman Rupp asked the Commissioners if they would prefer to get their meeting packets via email, or printed copy. Commissioners Kershek, Weber, Jones, Graham, and Planner Scherer preferred to receive their information via email. Commissioner Hausser and Chairman Rupp prefer a hard copy of the material.

Under the public comment heading, resident Marc Brickner, W377 S3439 Lake Drive, said that he has lived in town for 25 years. He wondered why salt and sand are not swept off of the Town roads each year. He also remarked that School Section Lake Drive had road topping applied, but Lake Drive and Elsa Drive did not.

Commissioner Weber made a motion to approve the minutes from the meeting held on August 5, 2019, as presented. Her motion was seconded by Supervisor Graham and carried unanimously.

Supervisor Jones made a motion to adjourn. His motion was seconded by Commissioner Weber and carried unanimously.

Respectfully submitted, Melissa M. Klein, CMC, WCMC, Clerk/Treasurer, Town of Ottawa