
Dennis Cashman, Chairman
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PLANNING COMMISSION Minutes from Thursday, May 12, 2016

Bob Coenen called the meeting to order at the Northeast Asphalt site at 6:30 p.m. Clerk Charette verified that the meeting was properly noticed. All members except Terry Vertz and Lee Anderson were present. Dennis Cashman, Bob Gerbers, Pete Kozak and Matt Matuszak (Northeast Asphalt) were in attendance as well. The Planning Commission, along with Matt Matuszak, Dennis Cashman and Bob Gerbers, reconvened at the Town Hall at 7:12 p.m. Chairman Coenen read the agenda.

MINUTES FROM APRIL 12, 2016, MEETING

Clerk Charette provided members with a copy of the minutes from the April 12, 2016, meeting.

M/M by Randy Hansen to approve the minutes from April 12, 2016 as presented; seconded by Glen Schwalbach. Motion carried.

NORTHEAST ASPHALT QUARRY PERMIT

Prior to the meeting, Clerk Charette provided the application, cover letter dated April 22, 2016, and map submitted by Northeast Asphalt to the members. At the quarry, Pete Kozak explained that activity was down in 2015. No blasting was done in 2015 and their crews worked on stripping an area that had already been blasted. Kozak explained that in 2015 there were 18 new trees planted along Glenrock Road and Tower Road. The quarry is ahead of schedule and does not intend to plant any new trees in 2016.

If material is needed in 2016, the quarry would need to blast virgin rock along the northeast corner or along the Town of Ledgeview border. Kozak estimated it takes approximately 10 blasts to obtain 75,000 tons of useable material. The quarry currently has about 60,000 tons of useable material it can utilize.

Members reviewed both the 2015 permit application and the 2016 permit application. Bob Gerbers questioned whether the Town should be named as an insured on Northeast's policy. Clerk Charette explained that by having the Town named as an insured, the Town is covered under the Quarry's insurance policy. Matt Matuszak confirmed the amount of insurance required and stated that having the Town named as an insured in their policy is standard practice with municipalities.

As to the No Trespassing signs noted in the 2015 permit, Matuszak explained that they have placed “No Trespassing” signs every three hundred feet around the perimeter of the quarry. Currently, there are three signs located along Tower Road and Glenrock Road.

M/M by Randy Hansen to forward the Northeast Asphalt Quarry Permit application along with their letter and map dated April 22, 2016, to the Town Board for approval; seconded by Supervisor Van Vonderen. Motion carried.

NORTHEAST ASPHALT BLASTING PERMIT

Members reviewed both the 2015 permit application and the 2016 permit application. Supervisor Van Vonderen recommended that if the language wherein the Town “requires a minimum of two seismographs to be used at each blasting location designated by the quarry unless a specific location is requested by the Town” is going to be a standard part of the permit, it should be typed into the permit application for 2017.

Clerk Charette reiterated that per the fee schedule, a \$50.00 fee will be charged per blast. Matt Matuszak requested that the quarry be invoiced for all the blasts versus a separate invoice for each blast.

M/M by Randy Hansen to forward the Northeast Asphalt Blasting Permit application along with their letter and map dated April 22, 2016, to the Town Board for approval with the condition that a minimum of two seismographs shall be used at each blasting at location designated by the quarry unless a specific location is requested by Town; seconded by Supervisor Van Vonderen. Motion carried.

FIRE ADDRESS/911 SIGNS

Chairman Coenen provided samples of the sign color to the members.

Randy Hansen reported that the Town of Freedom has address signs that are black with yellow. Hortonville has address signs that are blue and white. Other municipalities in Brown County have address signs that are red with white. Hansen explained that the black with yellow address signs can be seen the best both during the day and at night.

The Planning Commission then reviewed a draft of the bid request and determined what color, style, and size of letters the sign should have. It also discussed the type of sign post and hardware that should be purchased.

M/M by Mike Wier to recommend that the Town Board purchase a flag style 8” by 16” address sign with a black background and yellow letters; that the letters for the name of the Town and name of the road be 1” in size, and that the letters of the address number be 4” in size; that the address sign have 3/8” curved corners and two square corners and be fastened to a hot dipped galvanized post; seconded by Randy Hansen. Motion carried.

REVIEW DRAFT OF DRIVEWAY ORDINANCE

Clerk Charette provided a copy of Draft #5 of the Driveway Ordinance to members. She read the notes from a conversation she had with Carol Nawrocki, Attorney for the WTA, 6/9/2016 11:53 AM

on September 17, 2015. Per that conversation, Attorney Nawrocki stated that most municipalities address their fire access concerns in a driveway ordinance because policies are not enforceable. Nawrocki also explained that municipalities have the authority to govern beyond the town right of way under Chapter 66, Wisconsin Statutes.

Bob Gerbers, Zoning Administrator, explained that he is concerned that the ordinance will create liability issues for the Town. Gerbers recommended that the Town adopt a policy that makes recommendation to its residents for access by emergency vehicles. Gerbers explained that the driveway ordinance can still be adopted so that the Town maintains oversight of ditches and pitches.

M/M by Randy Hansen to have the Zoning Administrator amend the draft Driveway Ordinance to cover issues within the Town right of way and to draft a policy that makes recommendations for emergency fire access requirements; seconded by Supervisor Van Vonderen. Motion carried 4-1 with Glen Schwalbach opposing.

Glen Schwalbach recommended that Gerbers review Trans 231, Wisconsin Administrative Code.

PUBLIC INPUT

None

ANNOUNCEMENTS AND DISTRIBUTION, IF ANY

None

ITEMS INTENDED FOR FUTURE MEETINGS

Fire access policy; driveway ordinance

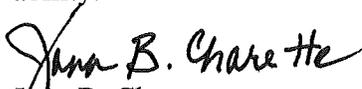
FUTURE MEETING DATES

Future meetings are set for Thursday, June 16, 2016 @ 7:00 p.m. and Thursday, July 14, 2016 @ 7:00 p.m. at the Rockland Town Hall.

ADJOURNMENT

M/M by Supervisor Van Vonderen to adjourn at 8:15 p.m.; seconded by Bob Coenen.
Motion carried.

All minutes have been taken truthfully and honestly and to the best of my knowledge and ability.


Jann B. Charette
Clerk

Minutes approved as written/~~with corrections~~ (**strike one**) by the Planning Commission
on June 16, 2016.



Bob Coenen
Planning Commission Chairman