

WATERLOO PLAN COMMISSION – MINUTES

April 23, 2019

PUBLIC HEARING

1. CALL TO ORDER – CONDITIONAL USE PERMIT JAMES ASSMANN, 557 KNOWLTON STREET – The applicant requests a conditional use permit to allow for the construction of a 24' X 40' (960 sq. ft.) accessory building addition. Mayor Quimby called the public hearing to order at 7:00 p.m. in the Council Chambers. Plan Commissioners attending: Leisses, Crosby, Reynolds, Quimby, Butzine & Petts. Absent: none. Others attending: James Assmann; James & Sandra Welhoefer; Paul & Martha Sillman; Diane Graff; and the Clerk/Treasurer.
2. PUBLIC HEARING COMMENT – [Note: The audio recording also serves as the official record.] The applicant described the project as an expansion of the existing garage. Submitted maps and property lines were reviewed. It was noted that a parcel area greater the 30% would remain bare ground. Butzine suggested the installation of a door in the northeast corner of the expansion to aid ingress/egress and safety.
3. ADJOURN PUBLIC HEARING. Without objection, Mayor Quimby closed the public hearing at 7:10 pm.

PLAN COMMISSION REGULARLY SCHEDULED MEETING

1. CALL TO ORDER & ROLL CALL. Mayor Quimby called the regularly scheduled meeting to order at 7:11 pm.
2. APPROVAL OF MEETING & PUBLIC HEARING MINUTES: 1/31/2019. MOTION: Moved by Crosby, seconded by Leisses approving the minutes. VOICE VOTE: Motion carried. Petts & Quimby abstained. Motion carried.
3. CITIZEN INPUT. None.
4. COMPLIANCE & ENFORCEMENT REPORT. DISCUSSION: Hansen said action has been taken with a West Madison Street retailer (blight on the parcel backside) and an East Madison Street resident (recurring scrap in a driveway wagon), along with a stacked firewood complaint.
5. UNFINISHED BUSINESS
 - a. Discussion/Recommendation: Zoning Ordinance Changes Relating To Permitting Attached And Detached Garages And Garden And Yard Equipment Sheds. DISCUSSION: Reynolds said at a prior meeting it was decided that no action would be taken. MOTION: Moved by Lannoy, seconded by Butzine to indefinitely table the agenda item. VOICE VOTE: Motion carried.
 - b. Discussion/Recommendation: Revising The Special Assessment Policy (referred from Public Works & Property Committee). DISCUSSION: Quimby described a policy preference for carrying out special assessments for only new construction rather than replacement of existing. Crosby reiterated support for such a policy. Leisses said maintenance for sidewalk with existing safety concerns, adjacent to municipal roads not soon scheduled for a reconstruction should be addressed in a policy decision. Leisses said cost in addition to sidewalks may be municipally assessed according to state law. Leisses provided examples in Horicon and elsewhere where new construction for a large residential parcel could amount to a very sizable special assessment back to one property owner. MOTION: Moved by Petts, seconded by Butzine to direct the Clerk/Treasurer to draft an ordinance revision taking into consideration the meeting discussion. VOICE VOTE: Motion carried.
6. NEW BUSINESS
 - a. Discussion/Recommendation: Application For Conditional Use Permit, James Assmann to allow for the construction of a 24' X 40' (960 sq. ft.) accessory building. DISCUSSION: Addressing a Lannoy question, Assmann confirmed is rear property line on a submitted map. Crosby said no objections were heard. MOTION: Moved by Crosby, seconded by Reynolds to recommend Council approval of the application as submitted. VOICE VOTE: Motion carried.
7. FUTURE AGENDA ITEMS & ANNOUNCEMENTS - Zoning Maps & Planning Map Updates & Forms Updates. Noted.
8. ADJOURNMENT. MOTION: Moved by Leisses, seconded by Lannoy to adjourn. Approximate time: 7:45 p.m.



Mo Hansen
Clerk/Treasurer