

WATERLOO PLAN COMMISSION – MINUTES
October 24, 2017

PUBLIC HEARING

1. CALL TO ORDER -- CONDITIONAL USE PERMIT – JEFFERSON COUNTY SHERIFF'S DEPARTMENT- PROPERTY LOCATED AT 733 HERRON COURT. The Applicant, Jefferson County, Owners Of The Property Located At 733 Herron Court, Is Requesting A Conditional Use Permit To Allow For Construction Of 60' Communications Radio Tower. Mayor Thompson called the public hearing to order at 7 pm. Plan Commissioners attending: Leisses, Crosby, Springer, Butzine, Lannoy and Reynolds. Absent: Springer. Others attending: Gary Pelletier, Wes Benisch, Eric Rhynes, Sheriff Paul Milbrath, unidentified woman and Clerk/Treasurer Hansen.
2. HEARING. Eric Rhynes 745 Herron Court said he was not against improved emergency response, but said the community had given incentives to recruit residents and now was making one of the nicer sections less appealing. He objected to tree removal. He spoke in favor of an anti-climbing mechanism and a wooden fence. He asked if the wattage would be increased or the service improved. Sheriff Milbrath described the project as replacement of a 25 year old wooden pole with dry rot with a metal tower of the same height. He said no service improvement was involved, and the building would not be modified. The concrete tower base was described as 7.5 ft. x 7.5 ft. Milbrath proposed a 3-sided chain linked fence. Written submittals were noted. Pelletier said Lake Mills work may improve service. Crosby visited the site saying he could barely see a house from the location. In response to the Lannoy, it was said a utility easement exists to the water facility next to the 2/10th of an acre site. Milbrath said the County will likely convey the parcel to the City. Thompson said residents hadn't objected to the existing wooden pole.
3. ADJOURN PUBLIC HEARING. The Mayor closed the public hearing at 7:14 pm.

PLAN COMMISSION REGULARLY SCHEDULED MEETING

1. CALL TO ORDER AND ROLL CALL. . Mayor Thompson called the regularly scheduled meeting to order at 7:15 pm. Plan Commissioners attending: Leisses, Crosby, Springer, Butzine, Lannoy and Reynolds. Absent: Springer. Others attending: Eric Rhynes, Sheriff Paul Milbrath, unidentified woman and Clerk/Treasurer Hansen.
2. APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES. MOTION: Moved by Lannoy, seconded by Butzine to approve the July 25th and August 22, 2017 meeting minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. UNFINISHED BUSINESS
 - a. Uniform & Effective Enforcement Of The Building & Zoning Code: Policies To Achieve Desired Outcomes. DISCUSSION: Hansen presented a memo update from the last meeting saying compliance days on the chart had been reduced and implementing the Beaver Dam model was included. He asked for Plan Commission backing to implement the action items. Hansen indicated that an ordinance change may be needed and that issuing citations for each day of violation can accomplish the task of citation amounts being ineffectively low. MOTION: Moved by Reynolds, seconded by Lannoy to direct municipal staff to implement the action steps from the memo to achieve the listed outcomes. ROLL CALL VOTE: Ayes: Leisses, Crosby, Butzine, Lannoy and Reynolds. Noes: none with Springer absent. Motion carried.
5. NEW BUSINESS
 - a. Conditional Use Permit, Jefferson County Sheriff's Department - Property Located At 733 Herron Court, To Allow For Construction Of A 60' Communications Radio Tower. DISCUSSION: It was noted that neighbors reported individuals attempting to climb on the existing structures. Lannoy said a climbing shield should be included with the tower installation. Crosby said once vegetation grows back sight lines to the tower building would be minimal. MOTION: Moved by Crosby, seconded by Lannoy to recommend to Council permit approval with the inclusion of a fence and a climbing shield. ROLL CALL VOTE: Ayes: Leisses, Crosby, Butzine, Lannoy and Reynolds. Noes: none with Springer absent. Motion carried.
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Considering The Following Updates: Zoning Maps, Conditional Use Forms And Comprehensive Plan Map
 - b. It was noted a quorum would be present for the November 28, 2017 meeting.

7. ADJOURNMENT. MOTION: Moved by Butzine, seconded by multiple to adjourn. Approximate time: 7:39 pm.



Mo Hansen
Clerk/Treasurer