

**TOWN OF WEST POINT**  
**Planning Commission Meeting**

The Town of West Point Planning Commission met on Thursday, Apr. 14, 1995 at 8:10 PM at the Town Hall. The meeting was posted in three places.

Pursuant to Wisconsin State Statute 19.84, the meeting of the Town of West Point Planning Commission was called to order by Fred Madison. Planning Commission members present were Dave Cole, Fred Madison, Doug Richmond, Dick O'Connor, Cliff Lawton, and Joyce Sinkule.

Roger Ballweg was absent. Town Engineer Joe Costanza was present.

The minutes of the previous meeting were read. Motion to approve the corrected minutes was made by Doug Richmond, seconded by Dick O'Connor. Motion carried. The minutes of the tabled special meeting held on March 27, 1995 were read. Motion to approve the minutes was made by Doug Richmond, seconded by Dick O'Connor. Motion carried.

**Correspondence:** Report from Dave Cole regarding action taken by the Town Board at the April 6, 1995 meeting:

1. The Town Board rejected Pustaver's Certified Survey Map (CSM) petition until the Pustavers can be present to discuss their intent for this property, and other nearby land holdings.
2. The Town Board adopted the Uniform Dwelling Code (UDC) with the exception of determining the fees for any citations which may be imposed by the building inspector. These non-compliance fees are being reviewed by the Town Attorney and Town Engineer.
3. The Town Board adopted the "Ordinance to Control Access to Town Highways".

The Planning Commission discussed inspection of other properties not covered by the UDC; i.e., larger multi-family properties, commercial properties, etc. Motion by Cliff Lawton to recommend to the Town Board that the Planning Commission have the responsibility of reviewing the architectural design of all properties not covered by the UDC, prior to the issuance of a building permit. Seconded by Doug Richmond. Discussion centered around the need to define or establish guidelines for reviewing the architectural plans so that all plans are evaluated on the same basis. Motion carried.

**Sanitary District:** Dick O'Connor introduced Greg Huza as an expert in establishing sewer or sanitary districts. Sanitary districts are typically established for health, safety, and/or welfare of a community. (Examples are inadequate wells, failing septic systems, etc.) The district must have a contiguous boundary. After a boundary is established, a public hearing is held to establish a need. Most of the property owners within the boundaries must agree to establish a district. Several districts may be established in different areas of a community such West Point. A district allows taxation of properties located within the district so that unaffected areas are not taxed for a service which is not provided. If a water supply is a part of the sanitation district, the district is governed by the Public Service Commission as a utility. Districts are usually funded by Farmers Home Administration (FmHA), Department of Natural Resources (DNR) if a need is shown, and

grants are available if costs are too high on a per household basis. The average income for a county is used to determine whether or not grants are available. Typically, households are subject to a one-time hookup charge, and then an annual tax to cover the costs of the operation. For sewer districts in communities with a small population density, a separate sewer plant is not financially feasible because the plant must have a certified operator on duty, which is too expensive to maintain. Discussed Roxbury's application to hook in to the Sauk Prairie system. Fred Madison will meet with members of the Sauk Prairie Sewer Commission as they plan for an addition to their existing operation or development of a new plant. Consideration should be given to the needs of property owners in West Point, especially those located along Golf Road where there is ongoing development.

James and Deborah Bennet: Appeared before the Planning Commission to request a split of their 40-acre tract into two 20-acre parcels. Their property is the former John Benish farm, specifically the SE1/4 of the NW1/4, Section 18, T.10N.-R.8E. The property is zoned Ag-1. Motion by Dick O'Connor that the Planning Commission recommend to the Town Board that the request to split the 40 acres be rejected, based on the availability of other land zoned residential, and the county ordinance requiring at least 35-acre lots located in agriculturally-zoned areas. Seconded by Cliff Lawton. Motion carried.

Cheri Slaney: Ms. Slaney was not present, and there was no information on which to make a decision, therefore Item 6 of the Agenda was tabled until information is provided to the Planning Commission.

New building permits: Assigned for inspection regarding erosion control, if needed

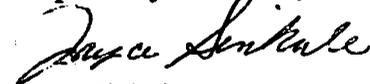
Clark property - House addition and garage (Madison)  
Elser property - Add a room over a garage (Richmond)

Impact fees: Fred Madison provided information about impact fees, which will be read by the commission members before the next meeting, with a discussion at that time regarding inclusion in the Land Use Plan. Impact fees can be used as a tool to control growth, or to designate the fees for a specific purchase which will benefit the Town and its residents.

Land Use Plan: Recommended that the Town Clerk establish time limits for those people appearing before the Planning Commission, so that the last hour of the meeting can be dedicated to the Land Use Plan. Also, have additional copies of the Planning Commission agenda available to the Planning Commission members as well as for those individuals appearing before the board, so that the time schedule is maintained.

Motion to adjourn the meeting at 9:50 PM by Dick O'Connor, seconded by Doug Richmond. Motion carried.

Respectfully submitted,

  
Joyce Sinkule