

**TOWN OF WEST POINT**  
**PLANNING COMMISSION MEETING**  
**SEPTEMBER 13, 2001**

Pursuant to Wisconsin State Statute 19.84, the meeting of the Town of West Point Planning Commission was convened at the Town Hall on September 13, 2001, at 8:04 p.m. The meeting was posted in three places. The meeting was called to order by Fred Madison. Planning Commission members present were Gordon Carncross, Fred Madison, Dick O'Connor, Bill Niemi, Doug Richmond (Town Board Member) and Joyce Sinkule. Also in attendance was Engineer Joe Costanza.

*Agenda Item 2: Approve Minutes:* Dick O'Connor made a motion to approve the minutes of August 23, 2001, as amended, seconded by Joyce Sinkule. Motion carried.

*Agenda Item 3: Old Business:* Doug Richmond reviewed the Agenda for the September 4, 2001, Town Board Meeting.

*Agenda Item 4: Correspondence:* Doug Richmond noted that John Bluemke will attend the Planning Commission Meeting on October 25, 2001. The meeting with Mr. Bluemke will start at 7:00 p.m. The discussion will cover the Smart Growth planning.

*Agenda Item 5: Land Use Plan – Review Transitional Area* Discussion was held on how to define a transitional area. Should the area be defined by a line drawn on a map or by definition of what criteria a transitional area should meet. Further discussion was tabled.

*Agenda Item 6: Driveway Ordinance (type of driveway that hits the street)* Discussion with Engineer Joe Costanza noted that the current ordinance requires that the driveway that meets the roadway cannot be concrete. Joe indicated that when he meets with the homeowner he gives them a sample of how the driveway should be installed. It is apparent that the current ordinance is not always being followed. Engineer Costanza indicated that he could change his procedures to make sure that he talks with the homeowner and the builder so that both parties are aware of the ordinance requirements. This will be monitored to see if further changes are necessary. After discussion, Dick O'Connor made a motion to recommend the removal of the concrete requirement from the Driveway Ordinance, seconded by Bill Niemi. Motion carried.

*Agenda Item 7: Park Fee (Information from Joyce Sinkule)* Joyce indicated that she had read that park fees collected had to be used within a reasonable period of time. She could not locate the article she read. The members requested that Attorney Jeff Clark research the matter to make sure that West Point is following proper procedures with the park fees.

Agenda Item 8: Preliminary Plat – Revised Submission Form The ordinance regarding Preliminary Plats was reviewed. A submission form will be drafted and reviewed.

Agenda Item 9: Smart Growth – Meeting with new Columbia County Planner As noted under correspondence meeting has been set for October 25, 2001, at 7:00 p.m. The next couple of meetings will be used to make a listing of specific questions that the Commission would like clarified.

Agenda Item 10: Next Meeting Agenda – September 27, 2001: Transitional Area, Smart Growth Questions, Preliminary Plat Submission Form and any other items obtained by the Town Clerk.

Agenda Item 11: Adjourn Meeting: Motion to adjourn by Joyce Sinkule, seconded by Dick O'Connor. Motion carried at 10:05 p.m.

Respectfully submitted,

*Sharon Richmond*

Sharon Richmond  
Deputy Clerk