

TOWN OF MCMILLAN  
MEETING NOTICE

AGENDA

PLAN COMMISSION AND TOWN BOARD  
TOWN OF MCMILLAN  
M403 ELM STREET  
MARSHFIELD, WISCONSIN, 54449  
FEBRUARY 27, 2017  
MCMILLAN TOWN HALL  
7:00 P.M.

1. Call to Order -
2. Roll Call – John Paape, Ron Gotz, Deb Davis
3. Board Members present Dave, Carolyn, Debbie, Gary – also present Dorothy Olson, Rod Bauer, Dave Kruegler MSA & Patti

Need copies of maps – zoning & farmland preservation 10

Training for commission

Direct Chair of Board to send letter of thank you to JB and MS -

4. Minutes to be approved for Plan Commission – public hearing & pc meeting from Feb 6<sup>th</sup> – john/deb AIF

Town Board Roll: Debbie, Dave, Carolyn, Gary all present.

Pulled out that she was aware of; what's out there that needs to be addressed and/or those things started and need approval.

1. Subdivision Checklist – has letter from JPC with question about, felt there needs to be additions to the checklist. Need boundary map with it; hasn't changed but get a boundary map. Also add definitions. CO asked Josh what was meant. Josh wasn't sure. CO asked Dave what they are asking for – a glossary or something that defines the terms utilized. CO – Dave was paid for this project; would you do this for payment. Two pages of something for definitions. Can provide but looking for clarifications as to what is included. DD thought pretty self explanatory of itself. CO copy ordinance book. JP suggestion & not requirement. DDavis put disclaimer that definitions are found in ordinance book.
2. CO approve/disapprove what's left in the mailboxes.
3. Preliminary Plat Checklist – has anyone seen that? RG seen in past. Dave Kruegler mainly for developer's checklist – document compresses ordinances if someone is developing a subdivision. CO this is the document a new developer would get. Two docs – one handed out to tom dick and harry and one that is DK's copy with review notes; specifies

what requirement listed ordinance refers to. DK John B was emailed the administrative word doc. DK email to CO and forward to the PC.

4. Comprehensive plan – Ddavis has copy of document. RG has copy but not with him. Working on but never finished. Is there a document that is already created or are we starting from zero. DS then come to board? DDavis has a few notes made with corrections. JP will try to get off website and convert pdf to word.
5. Patti's folder – maybe the new chair but none of the members are interested if there is no action needed.
6. CO – call from Jeff Hill about tennis court. Thinks he found a different spot, so CO got info to him, called Dean Johnson and connect the two. Ron until site is identified; only problem would be if on farm under FP. Other is with Harter/Charron – looks like they will have a new CSM for next meeting. Other is Wenzel's stables – not sure about this one. RG has letter. DO stables are included in Chapter 17 but is it the fact that he has a dog kennel. RG don't think that came before us. Read from letter stating current zoning is farmland preservation from transitional. RG hold onto letters.
7. Three remain in place through next month? Yes – New appointments during Board meeting in May. RG that's why brought up before, commissioners when come on should take a course and we may not have ended up with this situation. JP have county put together a half-day session of running through the paces. Dorothy suggested inviting other townships and citizens of interest to attend. CO will reach out to county for training session.
8. JP question of laptops which found no use for. Chrome books have limited capabilities. PC doesn't really use them. Philip at ITSM. Value in looking at electronics; maybe looking at setting all docs up on town website. Not real functional and not adding value. JP come up with functionality and what PC wants and then have another meeting where Philip is present.

Who will post the next March 27<sup>th</sup> agenda since CO won't be there. Thurs/Fri before. Posting places Belvedere, Mullins and Town Hall. Ron will make sure it gets posted. JP post and email it? What's process? DD has requested that Board gets copies and Clerk has to have it. DD anyone ever tell DDavis minutes are to be filed with clerk. No one has ever told her that. DS if there can be a representative of the PC at the meeting. DD are we going back to the ordinance? CO if you choose.

5. Organization of Plan Commission – DDavis accept resign of Mike/John. JP second. AIF
6. Sub-division checklist draft to be presented to the Town Board
7. Joint Plan Commission attendance – John & Mike were both on this commission. DS need representative there. Suppose to have meeting on March 10<sup>th</sup> they are waiting for the town to appoint two more people. Josh will wait until the end of April for the appointment.
8. Review Comprehensive Plan draft

9. Review Preliminary Plat checklist
10. Review of recent zoning activity
11. Adjourn

JP move to adjourn at 8:12pm. DD second. AIF.

CO book is one you go by. DS move Gary second. AIF at 8:12pm

Posted this 24<sup>th</sup> day of February, 2017, Town Hall, Belvedere, Mullins Cheese  
Factory at 1:00 p.m.  
Carolyn Opitz, Chairman Town of McMillan