

TOWN OF ALBANY PLAN COMMISSION

UNAPPROVED -02/03/2016-issue O

February 03, 2016

Chair Randy Bump called the meeting to order at 7:00pm.

The meeting was posted at the three Township locations and the Hometown Herald. Those in attendance were: Randy Bump, Joe Dunphy, Dave Dowden, Jason Cleasby, Mitch Larson, Greg Hofmeister, and Wolfgang Pavlok.

Members of the public included:

Lori Swanson, Candice Benner, Gene Briggs, Gail Brigs, Sarah Demers, Steve Wolfe, Chris Hasse, Todd Hasse, and Brenda Marty,

Abel Schultz was present as Town Board representative.

The minutes from the August 05, 2015 meeting were reviewed. Wolfgang Pavlok made a motion to approve the minutes, Jason Cleasby seconded, and the motion was approved.

The next agenda item was to Approve Land Split with Lori Swanson. Land located in Section 7.

Lori wants to sell her house and 18.8A of the 28.7A parcel. She wants to keep 6.1A & ROW of the land. At the last meeting this was discussed and if she wanted to retain the 6A parcel

She would need to get CSM done and go through the Plan Commission process for land division. Since the 28.7A parcel was created after 2001, this would be the second split for her. Received: Application, Fee, Property Owners Notifications, CSM, no site visit was deemed necessary.

The CSM was reviewed and a number of issues were noticed:

- 1-The required 50% green space note was not present.
- 2-Per WI statues the surveyors seal must be 2" in diameter.
- 3-Double County County Register of Dees, eliminate double entry.

Greg Hofmeister also wanted to talk to the surveyor about the wording of the legal description.

With the above 3 items fixed before submitting to the Town Board for Approval, Joe Dunphy made a motion to approve the Lori Swanson land division CSM in Section 7.

David Dowden seconded, the motion carried 5-0.

The next agenda item was to Approve Land Split Wolfe Trust to Keith & Sarah Demers. Land located in Section 8.

The proposed land split would create a 2.61A existing home site, with an easement for access, from unplatted land.

Received: Application, Fee, Property Owners Notifications, CSM, no site visit was deemed necessary.

The CSM was reviewed, and a lengthy discussion about the proposed Access easement. Todd Hasse did not find the 66' easement requirement for a "land locked" Parcel. Greg Hofmeister found that Section 2.05(3) does require the 66' easement, along with a note on private owner's maintenance of it. The major sticking point of the easement was that it was "proposed" and would need to be created in the future. After reviewing all the options, it was decided that the removal of the word "proposed" from the easement on the CSM would create it. Also that note 2 on sheet 2 needs to be eliminated. It was stressed that a driveway agreement should be created as a separated document for the understanding and protection of future owners. For the Land Division CSM to be approved by the Town Board the following must be corrected prior to submission:

- 1-Removal of the word "Proposed" from the easement description, sheet 1.
- 2-Removal of note 2 on sheet 2.

With the above 2 items fixed prior to approval submission, Randy Bump made a motion to approve the Wolfe/ Demers land division CSM in Section 8. Dave Dowden seconded. The motion carried 5-0.

The next agenda item a consultation with Todd Hasse on a proposed split with Gene & Gail Briggs. Land located in Section 27.

The Brigg's are looking at combining parcels and buying land to create a 7.5A parcel in the Village of Albany, and 26.5A in the town of Albany.

The Village parcels to be combined: 305,295, 294, 282, and 268.

The Town parcels to be combined: 548.1, 547, and part of 548.

There is wet land and Marsh Creek in the proposed parcel 2, and will need to be surveyed as such. No other comments were noted on the proposal.

The next agenda site was a Consultation Roy Kopp on creating a home site parcel in Section 29. The Property belongs to Harvey Kopp, and as he has a number of splits in the past, the division will need some attention. The proposed lot needs to be 1.5A minimum net of right of ways. The proposal did not seem to have any issues. Roy was given the documents need to complete this, and a surveyor would be the next step.

The next scheduled meeting is March 02, 2016, at 7:00pm, with material due by February 11, 2016.

The next Town Board meeting is on February 09, 2016.

Wolfgang Pavlok moved to adjourn. Jason Cleasby seconded the motion. The motion carried.

The meeting was adjourned at 8:20 pm.

Respectfully submitted,

Wolfgang Pavlok, secretary