



## PLAN COMMISSION MEETING MINUTES

December 21, 2022 at 1:00 PM

Village Hall, Ebe Auditorium

8811 Campus Drive, Mount Pleasant, WI 53406

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**Staff Present:** Community Development Director Sam Schultz, Parks and Recreation Manager George Baumgardt and Community Engagement Manager Lisa Olley.

### A. CALL TO ORDER

Chairperson Driver called the meeting to order at 1:01 PM.

### B. ROLL CALL

Director Schultz performed roll call. Trustee Bhatia, Chairperson Driver, Commissioner Maier, Commissioner VanBeckum and Commissioner Risler were present. Commissioner Bozinovski were excused. Trustee Hewitt was not present at roll call.

### C. MEETING MINUTES

#### 1. Meeting of November 16, 2022

Motion by Trustee Bhatia to approve the minutes of November 16, 2022. Motion seconded by Commissioner Maier. On voice vote, motion carried.

### D. OLD BUSINESS

#### 1. Division 90-110: Residential Districts

S. Schultz asked the Commission to table this item for another month. Staff was finalizing the Housing Report and was not able to finalize work on this item. No action was taken on this item.

Trustee Hewitt arrived during the discussion of item 2.

#### 2. 12830 W. Kraut Road Comprehensive Plan Amendment CPA-22-3

Director Schultz discussed the applicant's request to amend the Village's part of the Land Use Element of the Multi-Jurisdictional Comprehensive Plan for 188 acres from Residential Area to Industrial/Business. Motion by Commissioner Maier to move to direct staff to table CPA-22-3. Motion seconded by Trustee Bhatia. The applicant spoke. On voice vote, motion carried with Trustee Hewitt abstaining due to not being present for most of the discussion.

### E. NEW BUSINESS

#### 1. 423 S. Fancher Road Comprehensive Plan Amendment CPA-22-4

Director Schultz discussed the applicant's request to amend the village's part of the Land Use Element of the Multi-Jurisdictional Comprehensive Plan for 2.6 acres from Residential to Commercial/Residential. Motion by Trustee Bhatia to direct staff to, 1) send a copy of the proposed plan amendment and its report to all adjacent local governments and the other parties listed in Section 66.1001(4)(b) of the Statutes, and to nonmetallic mine operators and other persons listed in Section 66.1001(4)(e) of the Statutes; 2) schedule a public hearing on the proposed amendment with the Village Board with the publishing of a Class 1 notice at least 30 days before the public hearing and containing information required under Section 66.1001(4)(d) of the Statutes; and 3) direct staff to include any parcels 800 linear feet south along the east side of Fancher road into the Master Plan amendment proposal. Motion seconded by Commissioner Risler. Commissioner Maier made a friendly amendment to include the depth of the property. Trustee Washburn spoke. On voice vote, motion carried.

#### 2. 2023 Parks and Recreation Fee Schedules and Policies

Parks & Recreation Manager G. Baumgardt discussed the updates made to the Parks and Recreation fee schedule including: memorial donation policy, Parks & Recreation building fee schedule, Park Donation application, and the special event packet. Motion by Commissioner Maier to approve the Mount Pleasant Parks & Recreation fee schedule, building fee schedule, special event fee charges and schedule, and the new memorial application. Motion seconded by Trustee Bhatia. On voice vote, motion carried.

#### 3. Nelson Memorial Bench Donation

Parks & Recreation Manager G. Baumgardt presented an application for a park bench. Motion by Commissioner Maier to recommend approval of the Dale Nelson memorial park bench application. Motion seconded by Commissioner Risler. On voice vote, motion carried.

**F. STAFF REPORTS**

**1. George Baumgardt, Parks and Recreation Manager**

**a. Parks and Recreation Year End Report**

Parks & Recreation Manager G. Baumgardt reported

**2. Lisa Olley, Community Engagement Manager**

**a. Community Engagement Year End Report**

Community Engagement Manager L. Olley reported the performance of the Village social media accounts in 2022, Community Engagement division project accomplishments in 2022, and three Strategic Plan goals for 2023.

**3. Robin Palm, Planner II**

**a. Planning Year End Report**

Planner R. Palm reported: number of planning related applications received and revenue generated. Planner R. Palm reported: 1 Administrative Adjustment Applications, 5 Sign Permits, 5 Zoning Compliance Permits, 3 Zoning Map Amendments, 2 Zoning Request Letters, and 14 Municipal Complaints.

**4. Samuel Schultz, Community Development Director**

**a. 2022 Housing Affordability Report**

Director Schulz provided an analysis of the annual report.

**b. 2022 Housing Fee Report**

Director Schultz reported the

**G. ADJOURN**

Motion by Trustee Hewitt to adjourn the meeting at 3:52 PM. Trustee Risler seconded the motion. On a voice vote, motion carried.