

PLAN COMMISSION MEETING MINUTES – 12/12/2024

Government Unit Conducting Meeting: Plan Commission
Date: December 12, 2024
Time: 3:30 P.M.
Place: 410 Division Street, Park Falls, WI 54552

Members of the Board of Plan Commission Present: Mayor Tara Tervort, Michael Mader, Dixie Weidman, Victor Ambrose, Gary Wollerman

Staff: City of Park Falls Zoning Administrator Scott Kluver, Shannon Greenwood, Bill Hoffman

The meeting was called to order by Mayor Tara Tervort at 3:30 pm.

Review and Recommendation on Certified Survey Map – Lower Dam Road

The Certified Survey Map draft was provided by MSA to formally plat Lower Dam Road and to provide clear delineation of the public right-of-way and property lines of the adjacent property owners. The proposed ROW is 55 feet, which is smaller than most, but cannot be larger without adversely affecting the adjacent properties. Motion to approve by Alderman Mader and seconded by Alderman Weidman. Motion carried, 5-0.

Discussion and Recommendation on Ordinance Amendment for Certified Survey Map Approvals

The current ordinance in place for the approval of CSM's is cumbersome and time consuming. The review of CSM does not need to require approval of both Plan Commission and Council. The City Attorney has drafted proposed ordinances to simplify the process; however, there are policy questions that need to be clarified. Motion by Alderman Mader and seconded by Alderman Weidman to eliminate Plan Commission approval for CSMs. Motion failed, 3-2, G. Wollerman and V. Ambrose voting no. Motion by V. Ambrose and seconded by Alderman Weidman that Ordinance should spell out specific situations in which a map does not need to be certified. Motion carried, 5-0. Motion by Alderman Weidman and seconded by V. Ambrose to change the language to encourages people to meet in advance prior to submitting an application for review. Motion carried, 5-0.

Discussion and Recommendation on Various Zoning Map Amendments/Clarifications

Reviewed the Zoning Map for 18 modifications to include missing and incorrect parcels and zoning modifications. Motion to accept all 18 changes as recommended by V. Ambrose and seconded by Alderman Weidman. Motion carried, 5-0.

The meeting was adjourned at 5:10 p.m.

Prepared by: Shannon Greenwood, City Clerk