



Meeting: **Plan Commission**  
Place: **106 S. Main St.**  
Date: **Tuesday, November 17, 2015 @ 6:00 P.M.**  
Webpage: **[www.poynette-wi.gov](http://www.poynette-wi.gov)**

## MINUTES

1. Call to Order  
The meeting was called to order by Village President Kaschinske at 6:00 p.m.
2. Pledge of Allegiance  
All rose to recite the Pledge of Allegiance
3. Roll Call  
Commissioners present were: Hanson, Hutchinson, Kaschinske, Boor, Ritzke, Sampson arrived 6:17 p.m.  
Commissioner absent: Hitz (gave prior notice)  
Staff Present: Administrator Wilson and Deputy Clerk Kilen
4. Approval of Agenda for November 17, 2015  
Hanson/Boor made the motion to amend the agenda by adding as part of New Business the Selection of an Acting Chair Person to item 7 as the first order of new business. MC 5-0.
5. Approval of Minutes from October 20, 2015  
Hanson/Hutchinson made the motion to Refer Minutes to the next meeting and for staff to verify our rule of order for the next Plan Commission Meeting. MC 5-0.
6. Staff Reports  
Administrator Wilson outlined the information included in her written report. Wilson stated that due to recent Supreme Court decisions the sign portion of the zoning ordinance would need to be amended.
7. New Business (Discussion/Possible Action)
  - a. Hanson/Hutchinson made the motion to nominate Bill Boor as Acting Vice Chair Person. MC 5-0.
  - b. Request from Mark Schapp, on behalf of NMC, for Site Plan for an Accessory Structure to be located on the property at 650 Northern Court. Hanson/Hutchinson made the motion to approve the proposed NMC Site Plan with the condition applicant will provide proper erosion control measures through the duration of construction and obtain a building permit from our Village Inspector prior to commencing construction. MC 5-0.
  - c. Acting Vice Chair Person Bill Boor took over meeting at 6:13 p.m. to excuse Chair Kaschinske from her seat to discuss her personal request to review a Conceptual Idea for a Residential Development to be located on Parcel 520.5. Kaschinske posed her questions to help her decide on the potential purchase of a parcel within the Village. Administrator Wilson noted with limited information; answers were based on the current ordinances. Commission members stated that with limited frontage on McMillan Road only one house can be built, until North Street is extended. Commission members noted that well and septic is allowed until those utilities become available. Commission members questioned future development of other areas in close proximity to the subject property. Commission member noted that if the property was divided into 3 lots it will

be required to follow Village Subdivision rules and regulations. After completing the discussion, Chair Kaschinske resumed as Chair at 6:45 p.m. for the duration of the meeting.

- d. Boor/Sampson made the motion to accept the Request from the Village of Poynette and the American Legion for a Certified Survey Map for the properties located at 106 S Main Street and 131 W Washington Street. MC 6-0.
8. Old Business (Discussion/Possible Action)
- The outcome of this workshop to discuss the Comprehensive Plan Update is for staff to come up with a Brochure stating that “Poynette is Open for Business”. Commission members stated that they would like to identify and provide potential developers with a guide and/or profile for which areas are viable for commercial, industrial, or residential uses. Commission members stated that they would like the benefits of the community noted. Commission members stated that they would like to help advertise what is for sale in Poynette as well as discussed marketing the County Bike loop trails system, and tying the Park Plan with the Comprehensive Plan.

The Meeting adjourned at 7:44 p.m.

Approved 12.15.15

Susan Kilen

Deputy Clerk/ Deputy Treasurer