



Meeting: **Planning Commission**  
Place: **106 S. Main St.**  
Date: **May 17, 2011 @ 6:30 P.M.**  
Webpage: **[www.poynette-wi.gov](http://www.poynette-wi.gov)**

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## MINUTES

The regular monthly meeting of Planning Commission was called to order 6:30 P.M. In attendance were Planning Commissioners Lynn Hanson, Jim Lehr, Andy Ross, Doug Avery, Dave Sampson, Tony Belay, Village Administrator Daniel Guild, and Village Attorney Chris Hughes. Clerk Finstad was absent.

The meeting agenda was approved by consensus.

A motion was made by Sampson/Belay to approve the meeting minutes of April 26<sup>th</sup>, 2011. Motion carried 6-0.

During his regular report to the Planning Commission, Village Administrator Daniel Guild reviewed a report from Village Engineer Erik Henningsgard addressing site plan compliance at the new Fire Station and what needed to be completed for the building to receive its occupancy permit. Administrator Guild also discussed the upcoming workshops for the Planning Commission.

Steve Lane, owner of the Caves Condos, on the former Caves Street, presented a request for a CSM to divide the property into zero-lot line designation for the purposes of selling off each individual unit. Jeff Clark, representing Mr. Lane presented the merits of the application. No action resulted from the Commission with direction to Attorney Clark, Attorney Hughes, and Administrator Guild to continue to work together on the application and to detail additional specifics, such as legal documents, shared laterals, etc.

Administrator Guild, at the suggestion of Trustee Andy Ross, presented to the Planning Commission what options existed to use restrictive covenants on the old Fire Station to preserve the building for specific restricted uses for the future. No action was taken.

The Planning Commissioners watched a video from the LWMMI group re public official liability in their roles as Commissioners.

The Commission considered Resolution 11-001 discussing the dedication of additional land for South Park, which was forward to the Planning Commission from the Parks & Recreation Commission. A motion was made by Hanson/Ross to approve Resolution 11-001 and forward the same Resolution onto the Village Board for approval. Motion carried 6-0.

The Commission considered a new certified survey map of Veterans Memorial Park and the old Fire Station property. Motion by Hanson/Ross to approve the new CSM map and forward the map onto the Village Board was approved 6-0.

The Commission considered proposals from the Economic Development/Planning Services RFP to have Vierbicher and Vandewalle perform work for the Village. Vierbicher would do the Downtown Redevelopment Plan, Market Analysis and Real Estate Pro forma. Vandewalle would do the Comprehensive Plan update and Zoning Ordinance re-write. Motion by Hanson/Ross to approve to contracts and forward them onto the Village Board passed 6-0.

The meeting adjourned at 9:03 P.M.

These minutes were prepared by Village Administrator Daniel Guild on Friday, October 28<sup>th</sup>, 2011 and are respectfully submitted for consideration and approval.