



Meeting: **Planning Commission**  
Place: **106 S. Main St.**  
Date: **July 17, 2012 @ 6:30 P.M.**  
Webpage: **[www.poynette-wi.gov](http://www.poynette-wi.gov)**

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**Minutes:**

**PUBLIC HEARING:** Conditional Use Permit for Verizon Wireless for a Wireless Communication Facility on Village Water Tower, Water Tower Road. Chair Burke opened the public hearing at 6:30 p.m. President Burke announced three times for public comments on the conditional use permit requested by Verizon Wireless. Hearing no comments, the public hearing was closed at 6:31 PM.

**PUBLIC HEARING:** Draft 2012 Village of Poynette Stormwater Master Plan. Chair Burke opened the public hearing at 6:31 p.m. Burke announced twice for public comments on the Stormwater Master Plan. Erik Henningsgard presented an overview of the draft Stormwater Master Plan and led discussion, identifying proposed goals, policies, and geographic areas of concern. Commissioners offered their own preliminary comments on these areas. Burke called for the third time for additional public comments, and hearing none, the public hearing was closed at 7:35 PM.

The regular Planning Commission meeting was called to order at 7:36 PM with roll call: Burke-present, Hanson-present, Sampson-present, Belay-excused, Ross-excused, McFadden-present, Saffig-present

1. Approval of Prior Meeting Minutes from May 15, 2012: Motion to approve minutes of May 15, 2012 by Hanson/McFadden. MC 5-0
2. Public Comment/Public Correspondence: None
3. Scheduled Appearances : None
4. Application Items
  - a. Conditional Use Permit and Site Plan Approval for Verizon Wireless for a Wireless Communication Facility on Village Water Tower, Water Tower Road: Roffers reported that all major issues were taken care of with only four items left for Verizon to comply with. Discussion followed and was verified that gravel would surround their building inside the fence. Motion to approve conditional use permit and site plan by Sampson/Hanson, subject to the following conditions:
    1. The project and conditional use shall be built and maintained in accordance with the submitted plan set from Verizon dated 5/18/12 on its cover page, except for minor changes subject to the approval of the Village Engineer. The approved plan set includes sheets T-1, LP, C-1, C-2, C-3, C-4, ANT-1, ANT-2, ANT-3, B-1, B-2, S1, S2, S3, S4, E-1, E-2, E-3, E-4, SP-1, SP-2, and the site survey.
    2. After welding is completed and the water tower tank is repaired, the tank shall be inspected by a contractor approved by the Village and at the applicant's sole cost, and the inspection report shall be provided to the Village upon completion. The applicant shall be responsible for all damages and repairs.
    3. The applicant shall install, maintain, and monitor erosion control approaches as specified in the approved plans. The Village Engineer may direct additional or alternative erosion control measures on an as-needed basis during construction.

4. The use shall, at a minimum, meet the following technical standards, in addition to those specified in the approved plan set and lease:
  - a. Minimum wind load velocity of at least 80 MPH.
  - b. Electrical installation in accordance with National Electrical Safety Code and Wisconsin State Electrical Code, whichever is stricter, and grounded.
  - c. No advertising signage.
  - d. Antennas shielded, filtered, mounted, and/or operated to prevent the emission and reflection of any electromagnetic radiation that would cause any harmful interference with the SCADA and Badger metering equipment on the water tower, and radio and/or television broadcasting or reception on adjacent properties. The applicant shall be responsible to correct for any interference determined by the Village after installation.

MC 5-0.

- e. Site Plan for Building Replacement, Poynette Iron Works, 209 East North Street: Roffers presented his report on the project stating that the new building would be in the same footprint of the old Coop building. Roffers recommended approval with the only stipulation that the building be the same color as the other buildings. Motion by Sampson/Saftig to approve the proposed site and building plans dated July 10, 2012, subject to the condition that the replacement building be colored similarly to other newer buildings on the property and be sited as shown on the marked-up site plan. MC 5-0.
5. Staff Reports: Roffers reported on his monthly activities, including an update on follow-up issues related to Lighthouse Way area. Burke and Henningsgard have planned a meeting with the owner of the lot with the old storage building on it, and will report back.

Erik Henningsgard submitted his report, and updated the commission on Valley View Park. He has been approached by an interested party regarding hooking two homes for sale at the intersection of Q and CS to Village sewer and water along with annexation. The Commission agreed that land was planned for development in Village plan, and that property owner(s) should pay for sewer/water extension costs. Burke and Roffers noted that perhaps other owners of vacant property in the area may also be interested. Henningsgard to follow-up with owner. A request by the owner of the farm across from Lakeside Foods to connect to the sewer has also been made, which Commission had no objection to.

#### 6. Business Items

- a. Discussion of Draft Village of Poynette Stormwater Master Plan: Commissioners offered further comments on the draft Plan. These included using number of residents affected as criteria for prioritizing projects, questioning whether there was really an issue at Seward/Colby, and recognizing stormwater planning/issues in and near Westridge. The Commission wished to make a recommendation to the Board on the draft Plan once changes were made.

- b. Continued review of Draft Zoning Ordinance (Articles 8-9)

Burke and Roffers led the Commission on a review of Article 8 (Landscaping) and Article 9 (Performance Standards) and the following comments were offered:

1. Roffers noted that he would like to modify Article 8 based on his experience using a very similar code in Prairie du Sac. Specifically, the paved area landscaping standard is very difficult to achieve and there should be some more flexibility for reductions of required points.
2. Page 83, Section 2.8.02: Note that the Commission is the one to determine “to the extent practical.” Also, expand the reasons aside from “insufficient site area” that the Commission may reduce landscaping standards in code.
3. Page 85, subsection b: Remove “one large deciduous tree”/1500 sf from paved area requirement.

4. Page 86: Make sure to define “bufferyard.”
5. Page 88: Reduce parking and building areas from what constitutes “yard area.”
6. Page 90, Figure 2.8.02(7): Note that Silver Maples should also not be planted, and be clear on what species of Hawthorn are OK. Relatedly, on page 91, is there a Hawthorn species that should be added to prohibited list?
7. Page 95, regarding fences: Check current fence setback requirements, and replicate where appropriate. Normally require 18” fence minimum setback, instead of 2 feet. Roffers to also research how handled in Prairie du Sac code, as amended.
8. Pages 96-97: Swimming pool standards seem somewhat different than currently adopted Poynette standards, which should instead be used as basis. For example, exemption height should be 48 inches or less.
9. Page 97: Check back to Section 10.47 of existing zoning code for current standards, and use unless good reason not to.
10. Page 99, Section 2.9.06(6) and Page 102, Section 2.9.08(3): Make sure to allow only licensed vehicles everywhere but an approved salvage yard.
11. Page 106, Section 2.9.10(1): Make sure residential properties required to not only provide but also continuously maintain hard-surfaced driveway.
12. Page 110: Section 2.9.15: How do these odor standards or any others in draft code relate to lagoon formerly used for sauerkraut effluent? Does Village have any existing ordinance against maintenance of standing water?

The Commission agreed to review Articles 10-12 at its next meeting.

Meeting was adjourned at 8:47 PM

Minutes approved 9/18/2012