

**MINUTES
CITY OF LANCASTER
PLAN COMMISSION MEETING
FEBRUARY 13, 2012
6:30 P.M.**

1. Call Meeting to Order

Mayor called meeting to order at 6:31 PM.

2. Roll Call

Members present were Mayor Wehrle, Thuli, Haskins, Marcue and LaBudda. Members absent (excused) were Angeli and Chapman. Others present were Administrator Crane, Zoning Administrator Hampton, LeRoy Ihm, Chris Bausch and Aaron Austin.

3. Approve Minutes

Motion by LaBudda, second by Thuli to approve minutes of November 14, 2011 meeting. Motion carried unanimously by roll call vote.

4. Public hearing

Mayor Wehrle opened public hearing at 6:33 PM to consider the petition of Tony Bausch to Examine and Review the Certified Survey Map Being located in the NW ¼-NW ¼ and the NE ¼ –NW ¼ of Section 11, T4N R3W, City of Lancaster, Grant County, Wisconsin.

Discussion about size of land purchased – 1.45 acres total with 1.29 acres buildable. Existing buildings will be bulldozed.

5. Close public hearing

Mayor Wehrle closed public hearing at 6:36 PM

6. Consider the petition

Hampton noted that street will be offset. A future CSM will show roadway.

There was discussion about alignment and position of roadway.

Austin noted additional CSM will have a 60 ft. right-of-way.

Hampton stated preference for Lot #3 to have a driveway access off of planned road.

Marcue asked if we should allow offset.

There was discussion about existence of comp plan and how buyers should have consulted it.

State frowns upon offsets but they are not illegal.

One option is to eliminate offset by City deeding over 7 ft. by golf course and redrawing the lot lines.

Other option is to move road further east and update comp plan.

Bausch closing is 3/1/12 and cannot be extended.

Should Commission act on CSM without more information?

The City wants to be flexible but process and plan should be considered. The Commission wants to work with the petitioners but wants to have all the information.

Encouraged Chris to request extension of closing date.

Motion by Thuli to approve petition of Tony Bausch to Examine and Review the Certified Survey Map Being located in the NW ¼-NW ¼ and the NE ¼ –NW ¼ of Section 11, T4N R3W, City of Lancaster, Grant County, Wisconsin and make recommendation to the City Council. Motion died due to a lack of second.

Motion by LaBudda, second by Marcue to table action on Certified Survey Map petition by Tony Bausch until the March meeting. Motion carried unanimously by roll call vote.

7. Public hearing

Mayor Wehrle opened public hearing at 7:25 PM to consider the petition of Tony Bausch to rezone Lots 1, 2 and 3 in the proposed Certified Survey Map Being located in the NW ¼-NW ¼ and the NE ¼ –NW ¼ of Section 11, T4N R3W, City of Lancaster, Grant County, Wisconsin (located on East Lincoln Ave) from RA (Residential Ag) to R1 (Single Family Residential).

Proposed rezone should be conditional upon Plan Commission approval of CSM and purchase of land by Bausch.

8. Close public hearing

Mayor Wehrle closed public hearing at 7:29 PM.

9. Consider the petition

Motion by LaBudda, second by Thuli to recommend City Council approve petition of Tony Bausch to rezone Lots 1, 2 and 3 in the proposed Certified Survey Map Being located in the NW ¼-NW ¼ and the NE ¼ –NW ¼ of Section 11, T4N R3W, City of Lancaster, Grant County, Wisconsin from RA to R1 conditional upon approval of Tony Bausch's certified survey map and Bausch's purchase of the property.

10. Discuss possible rezone

LeRoy Ihm is interested in rezoning Lot 6 in Ihm Estates from C-1 (Central Business) to R1 (Residential). He stated he is having a difficult time selling the lot commercially and has had residential interest in the property.

The Commission stated it would consider a PUD.

11. Comments from citizens

None

12. Adjourn

Motion by LaBudda, second by Marcue to adjourn meeting at 7:43 PM.

Respectfully submitted by,
Stephen Crane, City Administrator

**MINUTES
CITY OF LANCASTER
PLAN COMMISSION MEETING
MARCH 12, 2012
6:30 P.M.**

1. Call Meeting to Order

Mayor Wehrle called the meeting to order at 6:30 p.m.

2. Roll Call

Members present were Mayor Wehrle, LaBudda, Chapman, Angeli, Haskins and Thuli. Absent and excused was Marcue. Also present were Administrator Crane, Clerk Kurihara, Zoning Administrator Hampton, Kathleen Doll, LeRoy Ihm, Tony Bausch, Barb Bausch, Nicole Clapp, Mark Schwab, Aaron Austin, David Bainbridge, Darrel Haskins, Grace M. Haskins, Ted Schacht, Paul Adams, Pat McNamara and Sandy Liebfried.

3. Approve minutes

Motion by LaBudda, second by Chapman to approve the minutes of 2/13/12. Motion carried unanimously by roll call vote.

4. Public Hearing

Mayor Wehrle noted there will be five (5) petitions to consider for recommendation to the Council in which four (4) are for a Certified Survey Map ("CSM") and one (1) is for an amended Plan Unit Development ("PUD"). He further stated that the public hearings for the first three (3) petitions (CSMs) will each be held and then followed by Commission discussion since they are interrelated.

Mayor Wehrle declared the public hearing open at 6:35 p.m. to consider petition of Pat McNamara to examine and review the Certified Survey Map being located in the NW ¼-NW ¼, NE ¼ -NW ¼, SE ¼ -NW ¼, NE ¼ -SW ¼ and SE ¼ -SW ¼ of Section 11, T4N R3W, City of Lancaster and South Lancaster Township also being a Replat of Part Outlot H & I, Assessment Plat, City of Lancaster, Grant County, Wisconsin.

Pat McNamara explained that the purpose of this CSM was to create two (2) lots, which were sold, on the existing property.

There were no other persons present who wished to speak.

5. Close Public Hearing

Mayor Wehrle closed the public hearing at 6:36 p.m.

6. Public Hearing

Mayor Wehrle declared the public hearing open at 6:37 p.m. to consider the petition of Tony Bausch to examine and review the Certified Survey Map Being located in the NW ¼-NW ¼ and the NE ¼ -NW ¼ of Section 11, T4N R3W, City of Lancaster, Grant County, Wisconsin.

Tony Bausch stated that this CMS should properly display the future street right-away.

There were no other persons present who wished to speak.

7. Close Public Hearing

Mayor Wehrle closed the public hearing at 6:38 p.m.

8. Public Hearing

Mayor Wehrle declared the public hearing open at 6:39 p.m. to consider the petition Schacht-Adams to examine and review the Certified Survey Map Being located in the NW ¼-NW ¼, NE ¼ -NW ¼, SE ¼ -NW ¼, NE ¼ -SW ¼ and SE ¼ -SW ¼ of Section 11, T4N R3W, City of Lancaster and South Lancaster Township, Grant County, Wisconsin.

Ted Schacht stated for the record that he requests that the future developer have the right to relocate the proposed roadway as displayed on the CSM.

There were no other persons present who wished to speak.

9. Close Public Hearing

Mayor Wehrle closed the public hearing at 6:40 p.m.

Clerk Kurihara explained for clarification and in reference to his Agenda Report memo that the Commission if recommending the three (3) CSMs (McNamara, Bausch and Schacht-Adams) for Council approval that it should be done in the following manner:

- 1st-Recommend Council approval of McNamara CSM.
- 2nd-Recommend Council approval of Bausch CSM contingent upon Council approval of McNamara CSM and the transfer of City land as part of Lot 1.
- 3rd-Recommend Council approval of Schacht-Adams CSM contingent upon Council approval of McNamara CSM.

10. Consider the petition of Pat McNamara To Examine and Review the Certified Survey Map

Motion by Haskins, second by Thuli to approve for recommendation to the City Council the Certified Survey Map petitioned by Pat McNamara being located in the NW ¼-NW ¼, NE ¼ - NW ¼, SE ¼ -NW ¼, NE ¼ -SW ¼ and SE ¼ -SW ¼ of Section 11, T4N R3W, City of Lancaster and South Lancaster Township also being a Replat of Part Outlot H & I, Assessment Plat, City of Lancaster, Grant County, Wisconsin. Motion carried unanimously by roll call vote.

11. Consider the petition of Tony Bausch To Examine and Review the Certified Survey Map

Administrator Crane explained further that the City land proposed to be transferred to Tony is land that already appears to be the West border of the existing property sold and is in exchange for property that is to be dedicated for future City street right-away.

Also for the record, this is a new CSM for Tony Bausch and the previous CSM submitted has been formally withdrawn.

Motion by LaBudda, second by Haskins to approve for recommendation to the City Council the Certified Survey Map petitioned by Tony Bausch Being located in the NW ¼-NW ¼ and the NE ¼ -NW ¼ of Section 11, T4N R3W, City of Lancaster, Grant County, Wisconsin contingent upon Council approval of McNamara CSM and transfer of City land as part of Lot1. Motion carried unanimously by roll call vote.

12. Consider the petition of Schacht-Adams to Examine and Review the Certified Survey Map

Administrator Crane, in reference to the public hearing comment by Ted Schacht to request the future developer's right to relocate the platted roadway, stated that according to the City ordinance that the platted roadway must agree to the City's master plan (a.k.a. Comprehensive Plan). Any change to the platted roadway would require an amendment to the master plan which currently would require the developer to submit a petition for a change and hopefully would also exist in the future.

Motion by Thuli, second by LaBudda to approve for recommendation to the City Council the Certified Survey Map petitioned by Schacht-Adams being located in the NW ¼-NW ¼, NE ¼ - NW ¼, SE ¼ -NW ¼, NE ¼ -SW ¼ and SE ¼ -SW ¼ of Section 11, T4N R3W, City of Lancaster and South Lancaster Township, Grant County, Wisconsin contingent upon Council approval of McNamara CSM. Motion carried unanimously by roll call vote.

13. Public Hearing

Mayor Wehrle declared the public hearing open at 6:53 p.m. to consider the petition of David Bainbridge To Examine and Review the Certified Survey Map Being Part of Outlot G of the Assessment Plat of Lancaster, located in Part of the SW ¼ of the NE ¼ of Section 10, T4N, R3W, City of Lancaster, Grant County, Wisconsin.

Grace M. Haskins asked Dave Bainbridge to briefly explain his project. Dave stated that this map creates two (2) lots with a cul-de-sac at the end of West Alona Lane which would complete his development in that area and hopes would provide for a future government building. Grace also expressed concern on how the development would address erosion and wildlife control.

There were no other persons present who wished to speak.

14. Close Public Hearing

Mayor Wehrle closed the public hearing at 7:10 p.m.

15. Consider the Petition of David Bainbridge to examine and review Certified Survey Map

Motion by LaBudda, second by Chapman to approve for recommendation to the City Council the Certified Survey Map petitioned by David Bainbridge Being Part of Outlot G of the Assessment Plat of Lancaster, located in Part of the SW ¼ of the NE ¼ of Section 10, T4N, R3W, City of Lancaster, Grant County, Wisconsin. Motion carried four (4) to zero (0) with Thuli and Haskins abstaining.

16. Public Hearing

Mayor Wehrle declared the public hearing open at 7:12 p.m. to consider the petition of Mark Schwab to amend PUD (Planned Unit Development) at property located at 1900 Industrial Park Road.

Mark Schwab stated that the purposed of the amendment is to update the existing plan to accommodate expansion of his existing tool shop.

There were no other persons present who wished to speak.

17. Close Public Hearing

Mayor Wehrle closed the public hearing at 7:13 p.m.

18. Consider the Petition of Mark Schwab to amend PUD (Plan Unit Development)

Motion by Chapman, second by LaBudda to approve for recommendation to the City Council amended PUD petitioned by Mark Schwab at property located at 1900 Industrial Park Road. Motion carried unanimously by roll call vote.

19. Comments from Citizens

None

20. Adjourn

Motion by Haskins, second by Wehrle to adjourn at 7:17 p.m. Motion carried.

Respectfully submitted by,
David A. Kurihara, City Clerk

**MINUTES
CITY OF LANCASTER
PLAN COMMISSION MEETING
MAY 14, 2012
6:30 P.M.**

1. Call Meeting to Order

Mayor Wehrle called the meeting to order at 6:33 PM.

2. Roll Call

Members present were Mayor Wehrle, LaBudda, Marcue, Angeli, Haskins and Thuli. Absent was Chapman. Also present were Administrator Crane, Zoning Administrator Hampton and Corey Kirschbaum.

3. Approve minutes

Motion by Haskins, second by Thuli to approve minutes of the March 12, 2012 meeting. Motion carried unanimously by roll call vote.

4. Public hearing

Mayor Wehrle declared the public hearing open at 6:34 p.m. to consider petition by Corey Kirschbaum to Examine and Review the Preliminary Plat of Creekwood Estates Being located in the NE ¼-NW ¼, NW ¼ -NE ¼ and SW ¼ -NE ¼ of Section 4, T4N R3W, Town of South Lancaster, Grant County, Wisconsin (Extraterritorial Review).

There was a brief discussion about the development. Kirschbaum noted that an existing house was not platted on the plan before the Commission but may be added at a later date. Kirschbaum said he may build house on the 5 acre lot.

5. Close public hearing

Mayor Wehrle closed the public hearing at 6:42 PM

6. Consider the petition

Motion by Marcue, second by Angeli to approve for recommendation to the City Council the Certified Survey Map petitioned by Corey Kirschbaum to Examine and Review the Preliminary Plat of Creekwood Estates Being located in the NE ¼-NW ¼, NW ¼ -NE ¼ and SW ¼ -NE ¼ of Section 4, T4N R3W, Town of South Lancaster, Grant County, Wisconsin. Motion carried unanimously by roll call vote.

7. Comments from citizens

None

8. Adjourn

Motion by Thuli, second by Marcue to adjourn meeting at 6:45 PM.

Respectfully submitted by,
Stephen Crane, City Administrator

**MINUTES
CITY OF LANCASTER
PLAN COMMISSION MEETING
JUNE 11, 2012
6:30 P.M.**

1. Call Meeting to Order

Mayor Wehrle called the meeting to order at 6:34 p.m.

2. Roll Call

Members present were Mayor Wehrle, LaBudda, Haskins and Thuli. Absent were Angeli, Marcue and Chapman. Excused were Marcue and Angeli. Also present were Administrator Crane, Clerk Kurihara, Zoning Administrator Hampton, Ted Schacht, John Hauth, David & Jessica Hermsen, Dennis Vincent, Wayne Vincent, Dale Siemens, Wayne Nuti, Dan & Michelle Klein, Greg Martin, Kathy Friederick and David Timmerman-Herald Independent.

3. Approve minutes

Motion by Thuli, second by LaBudda to approve the minutes of 5/14/12. Motion carried unanimously by roll call vote.

4. Public Hearing

Mayor Wehrle declared the public hearing open at 6:36 p.m. to consider the petition of Kathy Friederick (Addison) to examine and review the Certified Survey Map being a replat of Lot 8 of Addison Acres which is located in the SW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 11, T4N R3W, Town of South Lancaster, Grant County, Wisconsin (Extraterritorial review).

The purpose of the replat of Lot 8 is to create another buildable lot (Lot 1) for future sale. This petition was originally approved and recommended for Council approval at the October 11, 2011 Plan Commission meeting; however, Kathy formally withdrew her petition at the October 18th Council meeting after it was determined that City water would not be allowed to any additional created lots in Addison Acres. She has since reconsidered and even though the petition has been approved previous by the Commission, it is being submitted for re-approval to be in compliance with the Zoning Ordinance.

There were no persons present who wished to speak.

5. Close Public Hearing

Mayor Wehrle closed the public hearing at 6:37 p.m.

6. Consider the petition of Kathy Friederick (Addison) To Examine and Review the Certified Survey Map

Motion by LaBudda, second by Haskins to approve for recommendation to the City Council the Certified Survey Map petitioned by Kathy Friederick (Addison) being a replat of Lot 8 of Addison Acres which is located in the SW $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 11, T4N R3W, Town of South Lancaster, Grant County, Wisconsin (Extraterritorial review). Motion carried unanimously by roll call vote.

7. Public Hearing

Mayor Wehrle declared the public hearing open at 6:38 p.m. to consider the petition of Schacht Bros., LLC to examine and review the Certified Survey Map being located in the NE $\frac{1}{4}$ of the NW $\frac{1}{4}$ and the NW $\frac{1}{4}$ of the NE $\frac{1}{4}$ of Section 3, T4N R3W, City of Lancaster, Grant County, Wisconsin.

The purpose of this CSM is to create two (2) buildable residential lots and one (1) outlot at the end of Eastman Road.

Wayne Vincent inquired if the property would be "staked". Zoning Administrator Hampton replied that the property would be properly surveyed as required by City ordinance.

There were no other persons present who wished to speak.

8. Close Public Hearing

Mayor Wehrle closed the public hearing at 6:40 p.m.

9. Consider the petition of Schacht Bros. LLC To Examine and Review the Certified Survey Map

Motion by LaBudda, second by Thuli to approve for recommendation to the City Council the Certified Survey Map petitioned by Schacht Bros., LLC being located in the NE ¼ of the NW ¼ and the NW ¼ of the NE ¼ of Section 3, T4N R3W, City of Lancaster, Grant County, Wisconsin. Motion carried unanimously by roll call vote.

10. Public Hearing

Mayor Wehrle declared the public hearing open at 6:42 p.m. to consider the petition of Schacht Bros. LLC, to rezone Lots 1, 2 and Outlot 1 in the proposed Certified Survey Map being located in the NE ¼ of the NW ¼ and the NW ¼ of the NE ¼ of Section 3, T4N R3W, City of Lancaster, Grant County, Wisconsin (located on Eastman Road extended) from RA (Residential Agriculture) to R2 (One and Two Family Residential).

John Hauth vaguely implied that he had some concern with the development since part of it would be next to his property and there are other available buildable residential lots in the City but that he had discussed it with Ted (Schacht).

There were no other persons present who wished to speak.

11. Close Public Hearing

Mayor Wehrle closed the public hearing at 6:43 p.m.

12. Consider the petition of Schacht Bros. LLC To Rezone Lots 1, 2 and Outlot 1 in the Proposed Certified Survey Map

Zoning Administrator Hampton noted that this development does follow the City's comprehensive plan.

Motion by Haskins, second by Thuli to approve for recommendation to the City Council to rezone Lots 1, 2 and Outlot 1 in the proposed Certified Survey Map being located in the NE ¼ of the NW ¼ and the NW ¼ of the NE ¼ of Section 3, T4N R3W, City of Lancaster, Grant County, Wisconsin (located on Eastman Road extended) from RA (Residential Agriculture) to R2 (One and Two Family Residential) petitioned by Schacht Bros., LLC. Motion carried unanimously by roll call vote.

13. Comments from Citizens

None

14. Adjourn

Motion by LaBudda, second by Thuli to adjourn at 6:46 p.m. Motion carried.

Respectfully submitted by,
David A. Kurihara, City Clerk

**MINUTES
CITY OF LANCASTER
PLAN COMMISSION MEETING
SEPTEMBER 10, 2012
6:30 P.M.**

1. Call Meeting to Order

Mayor Wehrle called the meeting to order at 6:32 p.m.

2. Roll Call

Members present were Mayor Wehrle, LaBudda, Haskins, Angeli, Chapman and Thuli (late). Absent was Marcue. Also present were Clerk Kurihara, Zoning Administrator Hampton, Rod Pink, Kelly Kruser and Scott & Tina Jones.

3. Approve Minutes

Motion by Haskins, second by LaBudda to approve the minutes of 6/11/12. Motion carried unanimously by roll call vote.

4. Public Hearing

Mayor Wehrle declared the public hearing open at 6:33 p.m. to consider the petition of Rod Pink to amend PUD (Planned Unit Development) at property located at 285 Hwy 61 N.

The purpose of the amendment is to allow the construction of a 40' x 80' building to be used for cold storage.

Rod Pink clarified that cold storage meant that the building would not be heated as opposed to being used for refrigeration.

Zoning Administrator Hampton explained that the since this an amendment to the original PUD that it needs approval by both the Commission and Council. He also stated that there were no zoning concerns related to this change and the building plans are subject to state approval.

There were no persons present who wished to speak.

5. Close Public Hearing

Mayor Wehrle closed the public hearing at 6:36 p.m.

6. Consider the petition of Rod Pink to amend PUD (Planned Unit Development) at property located at 285 Hwy 61 N and make recommendation to the City Council.

Motion by LaBudda, second by Angeli to approve for recommendation to the City Council to amend PUD (Planned Unit Development) at property located at 285 Hwy 61 N. Motion carried unanimously by roll call vote.

Thuli arrived at 6:37 p.m.

7. Review Site Plan for Woolwich Dairy (USA) Inc. Production Addition

Members briefly reviewed the plan layouts for a new production addition to the plant.

Kelly Kruser commented that the expansion plans are currently being reviewed for state approval.

Zoning Administrator Hampton stated that there are no zoning concerns from him or DPW Carroll.

Motion by LaBudda, second by Chapman to approve the site plan for Woolwich Dairy (USA) Inc. Production Addition. Motion carried unanimously by roll call vote.

8. Review Revised Preliminary Site Plan for Allegiant Oil.

The preliminary plan was originally approved by the Plan Commission meeting at the March 14, 2011 meeting; however, a revised plan has been submitted for another review. Briefly the revisions included the construction of a new building and relocation of the certain structures e.g. loading pad.

Members reviewed a large revised plan along with the original plan to compare the proposed changes.

Scott Jones stated that the building and site plans are being reviewed by the state and should have approval within a week or two.

Motion by Thuli, second by Haskins to approve revised preliminary site plan for Allegiant Oil. Motion carried unanimously by roll call vote.

9. Comments from Citizens

None

10. Adjourn

Motion by LaBudda, second by Chapman to adjourn at 6:51 p.m. Motion carried.

Respectfully submitted by,
David A. Kurihara, City Clerk

**MINUTES
CITY OF LANCASTER
PLAN COMMISSION MEETING
OCTOBER 8, 2012
6:30 PM**

1. Call Meeting to Order

Mayor Wehrle called the meeting to order at 6:30 PM.

2. Roll Call

Members present were Mayor Wehrle, LaBudda, Haskins, Angeli, Chapman and Marcue. Absent was Thuli (excused). Also present were City Administrator Crane, Zoning Administrator Hampton, Robert and Debra Simonson.

3. Approve Minutes

Motion by LaBudda, second by Angeli to approve minutes of September 10, 2012 meeting. Motion carried unanimously by roll call vote.

4. Public hearing

Mayor Wehrle declared the public hearing open at 6:32 PM to consider the petition of Robert Simonson for a Conditional Use Permit to operate a Barber Shop at 148 West Elm Street.

The zoning classification for this property is R-2, one and two family residential district. A conditional use permit for a home occupation must meet the requirement set forth in 16.05C (3) (g) of the Zoning Ordinances for the City of Lancaster, Grant County, Wisconsin.

The property was previously zoned commercial and used as a barber shop by Mr. Simonson; however, he has decided that he wishes to re-established barber services out of his home.

Simonson noted it would be a one chair shop and wouldn't cause any traffic or parking issues.

5. Close public hearing

Mayor Wehrle closed the public hearing at 6:34 PM.

6. Consider the petition

Hampton noted that all neighbors were notified, it's a not a zoning change, and use is only for a barber shop.

Motion by Marcue, second by Chapman to approve petition of Robert Simonson for a Conditional Use Permit to operate a Barber Shop at 148 West Elm Street. Motion carried unanimously by roll call vote.

7. Review the petition

Petition of Alternative Recycling, LLC (Owner-Mark Schwab) for an Off-Premises Sign to be located at 1800 Industrial Park Road (Myers Mechanical Solutions LLC).

Note: The sign must meet the requirements set forth in 16.09 of the Zoning Ordinances and have final approval by the Plan Commission.

The City has jurisdictional control and the Plan Commission approves all billboards. Proposed sign does meet all requirements. A billboard exists on-site that will remain as pre-existing, non-conforming because of side yard setbacks.

Brief discussion held regarding the size, setbacks and height.

Motion by LaBudda, second by Marcue to approve Off-Premises sign for Alternative Recycling, LLC to be located at 1800 Industrial Park Road. Motion carried unanimously by roll call vote.

8. Consider donation

Consider donation of a commercial building located at 144 South Madison Street and make recommendation to the City Council.

Earl Volkmann wishes to donate the vacated Lancaster Interiors Building to the City.

Administrator Crane discussed City Administration's view of the donation and the potential benefits it could have for the City. There would be minimal cost to the City to acquire and hold the building.

A brief discussion ensued about the condition of the property and possible options.

Motion by Haskins, second by LaBudda to approve recommendation to the City Council to accept the donation by Earl Volkmann of the vacated Lancaster Interiors Building. Motion carried unanimously by roll call vote.

9. Comments from citizens

None

10. Adjourn

Motion by Angeli, second by Marcue to adjourn meeting at 7:16 PM.

Respectfully submitted by,
Stephen Crane, City Administrator

**MINUTES
CITY OF LANCASTER
PLAN COMMISSION MEETING
NOVEMBER 19, 2012
5:30 PM**

1. Call Meeting to Order

Mayor Wehrle called the meeting to order at 5:36 PM.

2. Roll Call

Members present were Mayor Wehrle, LaBudda, Chapman and Marcue. Absent and excused were Thuli, Haskins and Angeli. Also present were City Administrator Crane, Zoning Administrator Hampton, Kathy Fredrick, Chris Myers and Pat Klug.

3. Approve Minutes

Motion by LaBudda, second by Marcue to approve minutes of October 8, 2012 meeting. Motion approved unanimously by roll call vote.

4. Public hearing

Mayor Wehrle declared the public hearing open at 5:38 PM to consider the petition of Kathy Friederick (Addison) to examine and review the Certified Survey Map (**ATTACHED MAP 1**) being a Replat of Lots 6 and 7 of Addison Acres and a Replat of Lot 1 of CSM No. 1642 which is located in the SW ¼ -SW ¼ and the SE ¼ -SW ¼ of Section 11, T4N R3W, Town of South Lancaster, Grant County, Wisconsin (Extraterritorial review). **Note:** The purpose of the CSM to create two (2) new lots (Lot 1 & Lot 2) for the existing three (3) lots (Lots 6 & 7 and Lot 1 of CSM No. 1642)

No public comments.

5. Close public hearing

Mayor Wehrle closed the public hearing at 5:39 PM.

6. Consider the petition

Friederick clarified how the map had changed from the previous one.

Motion by LaBudda, second by Chapman to recommend the City Council to approve petition by Kathy Friederick (Addison) to examine and review the Certified Survey being a Replat of Lots 6 and 7 of Addison Acres and a Replat of Lot 1 of CSM No. 1642 which is located in the SW ¼ -SW ¼ and the SE ¼ -SW ¼ of Section 11, T4N R3W, Town of South Lancaster, Grant County, Wisconsin (Extraterritorial review). Motion approved unanimously by roll call vote.

7. Public hearing

Mayor Wehrle declared the public hearing open at 5:40 PM to consider the petition of Chris Myers to examine and review the Certified Survey Map (**ATTACHED MAP 2**) being a Replat of Lot 10 of Lancaster Industrial Park Subdivision Which is Located in the NW ¼ of the SE ¼ of Section 35, T5N, R3W, City of Lancaster, Grant County, Wisconsin. **Note:** The owner (Chris Myers) of the property located at 1800 Industrial Park Drive is subdividing the existing lot (Lot 10) into two (2) new separate lots (Lot 1 and Lot 2).

No public comments.

8. Close public hearing

Mayor Wehrle closed the public hearing at 5:41 PM.

9. Consider the petition

Motion by Marcue, second by Chapman to recommend the City Council to approve petition of Chris Myers to examine and review the Certified Survey Map being a Replat of Lot 10 of Lancaster Industrial Park Subdivision Which is Located in the NW ¼ of the SE ¼ of Section 35, T5N, R3W, City of Lancaster, Grant County, Wisconsin. Motion carried unanimously by roll call vote.

10. Public hearing

Mayor Wehrle declared the public hearing open at 5:43 PM to consider the petition of City of Lancaster to examine and review the Certified Survey Map (**ATTACHED MAP 3**) Being a part of Lot 9 of CSM 1469, Vol. 13, Pages 171 and 172 Located in the SW ¼ -SE ¼ of Section 2, T4N, R3W, City of Lancaster, Grant County, Wisconsin. **Note:** The City of Lancaster is subdividing the existing Lot 9 in the Arrow Ridge Business Park into three (3) new separate lots (Lot 10-Held for future sale and Lots 11 & 12-Being sold to SALCAR, LLC for the new location of the Lancaster Veterinary Clinic LTD)

No public comments.

11. Close public hearing

Mayor Wehrle closed the public hearing at 5:44 PM.

12. Consider the petition

Brief discussion about the project including Zoning Administrator Hampton noting that the Vet Clinic use will require a conditional use permit. Chapman commented on if smaller parcels fit with the vision of Arrow Ridge Business Park. Crane noted that other industrial parks, Platteville for example, have some smaller sites/buildings.

Motion by LaBudda, second by Marcue to recommend the City Council to approve petition by City of Lancaster to examine and review the Certified Survey Map Being a part of Lot 9 of CSM 1469, Vol. 13, Pages 171 and 172 Located in the SW ¼ -SE ¼ of Section 2, T4N, R3W, City of Lancaster, Grant County, Wisconsin. Motion carried unanimously by roll call vote.

13. Comments from citizens

None

14. Adjourn

Motion by LaBudda, second by Chapman to adjourn meeting at 5:50 PM.

Respectfully submitted by,
Stephen Crane, City Administrator

**MINUTES
CITY OF LANCASTER
PLAN COMMISSION MEETING
DECEMBER 17, 2012
5:30 PM**

1. Call Meeting to Order

Mayor Wehrle called the meeting to order at 5:30 PM.

2. Roll Call

Members present were Mayor Wehrle, LaBudda, Marcue, Thuli, Haskins and Angeli. Chapman was absent (excused). Also present were Administrator Crane, Zoning Administrator Hampton and Kathryn Pitzen

3. Approval minutes

Motion by LaBudda, second by Marcue, to approve minutes of November 19, 2012 meeting. Motion approved unanimously by roll call vote.

4. Public hearing

Mayor Wehrle opened public hearing at 5:33 PM to consider the petition of Kathryn Pitzen for a Conditional Use Permit to operate a home based hair salon at 752 South Adams Street. The zoning classification for this property is R-1 Single Family Residential District. A conditional use permit for a professional home office must meet the requirement set forth in 16.05B (3) (e) of the Zoning Ordinances for the City of Lancaster, Grant County, Wisconsin.

Kathryn Pitzen explained that due to personal reasons she wanted to open a hair salon at her residence. It would be a part-time business with herself being the only employee and she also commented that off-street parking was available.

5. Close public hearing

Mayor Wehrle closed the public hearing at 5:40 PM.

6. Consider the petition

Motion by LaBudda, second by Thuli to approve the petition by Kathryn Pitzen for a Conditional Use Permit to operate a home-based hair salon at 752 South Adams Street. Motion carried unanimously by roll call vote.

7. Discuss monthly meeting date & time

Committee discussed the monthly meeting date and time. It was agreed to leave the monthly meeting on the second Monday at 6:30 PM.

8. Comments from citizens

None

9. Adjourn

Motion by Haskins, second by Angeli to adjourn meeting at 5:45 PM.