

**Town of Horicon
Planning Board**

**June 17, 2015
MINUTES**

Present at Meeting: Bill McGhie, Chairperson
Teri Schuerlein, Vice-Chair
Mike Raymond
William Siegle
Dan Freebern
Georgia McMeekin, Alternate #1
Joe Turcotte, Alternate #2

Also Present: Leah Everhart, Esq., Town Attorney, John Foster, Gary Scidmore, Tom Johansen, Bob Olson, Town Board member, Jim Steen, Zoning Administrator.

ADENDA ITEMS: File #2015-06-BLA, Tax Map # 72.13-1-39, John Foster and Gary Scidmore

Pledge

Chairperson, William McGhie called the meeting to order at 7:05 p.m.

Mike Raymond recused himself from this vote as he did not attend the May 20, 2015 Planning Board meeting. Georgia McMeekin joined the Board at this time.

Approval of minutes: Dan Freebern made a motion to accept the May 20, 2015 minutes as amended with the name change on bottom of page two. 2nd by William Siegle. ALL AYES.

New Business (continued from April 22, 2015):

**File #2015-06-BLA
Tax Map # 72.13-1-39
John Foster and Gary Scidmore
Boundary Line Adjustment to divide a jointly owned lot and join it with the owners' adjoining property.**

Chairperson, Bill McGhie asked if there were any comments on this file.

Teri Schuerlein asked if Mr. Foster and Mr. Scidmore had the Mylar map and the deeds. Leah Everhart stated the deeds were received and are sufficient for their review. Mr. Foster presented the Board with the Mylar map and copies for approval.

Discussion ensued regarding the process of merging the properties at the County level. Leah Everhart went on to state that there will be a process that the applicants will have to follow when they go to the County for the merger and that the documents need to match. The onus is on the applicant to have the correct documents for the merger.

Leah Everhart stated that all of the appropriate merger language is in the documents submitted to the Planning Board. The Planning Board has reviewed all of the documents submitted and found them to be appropriate.

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The Planning Board members decided at the April 22, 2015 meeting that no public hearing was necessary for this application.

Being no further questions or comments, Teri Schuerlein made a motion to approve the application with the condition that the merger be completed within one year from June 17, 2015 and if not merged the thirteen foot (13') lot shall remain as is. Second by Dan Freebern. ALL AYES.

Mike Raymond rejoined the Planning Board at this time. Georgia McMeekin went back to Alternate for the remainder of the meeting.

Jim Steen, Zoning Administrator advised the Planning Board of an upcoming request for a consultation for a small dredging project on the lake. Questions arose regarding the Planning Board authority and procedure. Town Council will look into it and advise the Board at the next meeting on July 15, 2015.

Jim Steen, Zoning Administrator mentioned to the Board that the Zoning Ordinance revisions are being reviewed at this time. With regard to off street parking the APA made a suggestion that if parking is not a significant issue the Planning Board could be charged with assigning adequate parking for projects as follows: The Planning Board shall determine the number, configuration and location of parking in its review of Site Plan Approval for project instead of a parking schedule. The Planning Board will review the matter and discuss at the July 15, 2015 meeting.

Mike Raymond brought up the issue of residents selling items, such as firewood, and structures for selling firewood on their home properties without permits. Board members discussed with the Zoning Administrator the handling of conditional uses, enforcement of permit requests and the issue of fair treatment of similar businesses. The Planning Board and the Zoning Administrator discussed sending a letter to the Town Board requesting they direct the Zoning Administrator to address the issue. No decision was reached regarding who would send the letter to the Town Board. Leah Everhart stated that the Planning Board does not get to decide who has to come before the Planning Board. Currently the Zoning Administrator is the one who has the authority to act to enforce the codes. Leah Everhart suggested that Policy discussions on this issue should be had at the Town Board level while making Zoning Ordinance revisions if the town wishes to regulate these roadside stands.

Jim Steen stated that the policy in the Town of Horicon is that a written signed complaint will cause action to be taken by the Zoning Administrator for enforcement.

Being no further business before the Board Mike Raymond made a motion to adjourn the Planning Board meeting. Second by William Siegle. ALL AYES.

Meeting adjourned at 8:15 pm.

Next meeting: November 18, 2015

Respectfully submitted,
Terri Katsch
Secretary