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MINUTES OF THE PLANNING & ZONING COMMISSION January 20, 2021

Present were Acting Chair Tim Healy and Commissioners Eric Peterson and Doug Hill. Also in attendance was Tim McCumber, Town Administrator. Town Planner Mike Slavney appeared by Zoom along with Commissioners Frank Olah and Dan Purcell. Dawn Peetz and Dick Grant were excused.

Tim Healy called the zoning commission meeting to order. McCumber certified compliance with the open meetings law. The commission considered the minutes of the July 15, 2021. Motion by Peterson, second by Hill to approve the minutes. Motion passed. There was no **OLD BUSINESS**. Under **NEW BUSINESS**, the commission considered a proposed Certified Survey Map (CSM) dividing current parcel 026-0679-00000 into two parcels in the Single-Family Residential District while dedicating the portion of the public right-of-way to the town, application by Gladys Smith, S7094 Owls Head Road, Merrimac, WI 53561. McCumber reported the CSM proposed CSM meets with the zoning ordinance but because of the road dedication wanted to a preliminary review with the commission. The dedicated are is already town right-of-way (ROW), so it would no impact other than to clean up an old survey. On rural roads, the property owner owns to the middle of the road, but with the land splits here, it is reasonable to have the property line end at the ROW. A motion to recommend the applicant proceed with the CSM was made by Peterson and seconded by Hill. Motion passed. The commission then considered a preliminary Conditional Use Permit amendment for Park Place MHP, LLC to add 4 tax parcels (026-0949-00000; 026-0950-00000; 026-0951-00000; and 026-0952-00000, application by Rick DuBois, 3401 Frey Court, Lot 10, Marshfield, WI 54449. McCumber reported this is a proposed expansion of the existing manufactured home park (MHP). The proposed drive for the additional lots would come off of Dan-Mar Court. McCumber reported the owner has cleaned the park up nicely and the town is out of the delinquent tax collection business for this park under the current conditional use permit. DuBois said he has some work to do prior to coming back with a formal application so he can map out the well and septic field. Motion by Peterson, seconded by Hill, to give preliminary approval so the applicant can make a formal application this summer. Motion passed. The commission finally considered a proposed amendment to the Town of Merrimac Zoning Ordinance Section 2.08 (2) adding a subsection to match NR-115 and Sauk County ordinance as it relates to non-conforming structures in the Sauk County Shoreland Protection districts in the town. McCumber reported that the changes to NR-115 has created a situation where some land owners have to make application for a Board of Appeals (BOA) hearing because they have a non-conforming residence. Because the state rules require them to build in the exact same location if the home was lawfully built at the time, the BOA has no choice but to approve

the application. This would allow these projects to be approved administratively and eliminate the cost and time. Olah made a recommendation to clearly specify primary residential structure. Motion to proceed with a public hearing by Olah, second by Healy. Motion passed.

Under the **ADMINISTRATOR'S REPORT**, McCumber reported that there have been 67 permits issued in 2020 totaling \$7,853,052. This compares to 62 permits issued in 2019 totaling \$5,853,864. There were 13 new houses constructed which is 5 more than in 2019 comparable to 2005 levels. The total value was a record and likely due to higher construction costs. There has been one permit issued for 2021 so far. McCumber also reported the DOT will not allow another access off of Hwy. 78 for the Elsing project just north of the Summer Oaks subdivision and south of Lakeview Estates. They are working on a secondary entrance off of Kilpatrick Point Road by acquiring about 80' of the west end of the Summer Oaks boat landing from Sauk County.

Motion to adjourn Hill, second by Olah. Motion passed.