

Planning and Zoning Meeting

Regular meeting

May 1, 2012

6:00 p.m.

Meeting opened by Chairperson Mike Kauss at 6:00 p.m. Pledge to the US Flag said and a moment of silence dedicated to all personnel at home and abroad in service to preserving our freedom.

Roll call was taken: Present: Commissioner Chair, Mike Kauss, and Commissioners: Ralph Dyer, Gary Buchschacher, Edna Thayer, and Jeannette Crawmer. Absent: Tom Springmeyer, Zoning Administrator Patricia Nusbaum and one commissioner position remaining vacant.

With the absence of Zoning Administrator, there were no previous minutes to approve. These minutes will be addressed at our next regular meeting. Jeannette Crawmer will take minutes for tonight's meeting.

No additional items were added to the agenda

Chairperson Kauss explained the possible need for a rental ordinance, stating that the building inspector has no authority to check on a rental property for infractions if we do not have an ordinance governing rental properties. Pat had copies of similar ordinances from several other communities for each commissioner to take home and review prior to the June meeting. Citizen Bernie Meyer expressed frustration that the P&Z board had the power to dictate what a person could or could not do with their own property. Chairman Kauss explained to Mr. Meyer that the P&Z board does not have any such power, that the duties of the board are only to research a need and make recommendations to the city council. Mr. Meyer was not convinced.

Kauss read a note from Zoning Administrator, asking the board to address nuisance properties. Pat requested a report on this project before the next council meeting. After some discussion, it was decided to meet on May 9, 2012 at 10 a.m. for a drive around to view possible nuisance properties that need attention.

Motion to adjourn made by Buchschacher, seconded by Thayer, all voting in favor, meeting adjourned at 6:21 p.m. Next regular meeting set for June 5, 2012.

Attest:

Mike Kauss, President

Jeanette Crawmer, Secretary Pro-Tem

**ELYSIAN PLANNING AND ZONING COMMISSION
REGULAR MEETING
MAY 9, 2012
MINUTES**

The Elysian City Planning and Zoning Commission met in regular session Wednesday, May 9, 2012 at City Hall at 10:00 a.m.

Present were: President Mike Kauss; Commissioners: Jeanette Crawmer, Edna Thayer, and Zoning Administrator Patricia Nusbaum.

Purpose of the meeting was to tour the community viewing potential nuisances. Since there was not a quorum present, no meeting could be held, but a note for the record is being made that an attempt was made to view the various properties and to make recommendations to the Commission for action to be taken.

Tour ended at 11:50 p.m.

Attest:

Mike Kauss, President

Patricia Nusbaum, Zoning Administrator

**ELYSIAN PLANNING AND ZONING COMMISSION
REGULAR MEETING
JUNE 5, 2012
MINUTES**

The Elysian City Planning and Zoning Commission met in regular session on Tuesday, June 5, 2012 at City Hall at 6:00 p.m.

Present were: President Mike Kauss; Commissioners: Jeanette Crawmer, Ralph Dyer, Roger Hanson, Tom Springmeyer, Edna Thayer, and Zoning Administrator Patricia Nusbaum. Absent: Gary Buchschacher.

Motion by Thayer, seconded by Dyer, all voting in favor, minutes of the May 1, 2012 meeting were approved as presented. Tour of potential nuisance's areas minutes will be approved at the next meeting.

President Kauss welcomed newly appointed members Gary Buchschacher and Roger Hanson.

On motion by Dyer, seconded by Thayer, all voting in favor, to appoint Roger Hanson as Vice Chair. Motion declared carried.

On motion by Thayer, seconded by Dyer, to place in nomination the name of Jeanette Crawmer as Board Chair. On motion by Hanson, to place the name of Mike Kauss in nomination for President. Upon secret ballot being taken, Mike Kauss is the Board President for 2012.

Talked a bit about nuisances in and around the city. On motion by Hanson, seconded by Kauss, all voting in favor, to make a recommendation to the Council the property located at 213 Main Street E to consider nuisance action.

A review of various cities rental ordinances was discussed. A draft of a rental ordinance will be reviewed at the July 10, 2012 meeting. (Meeting moved due to July 4th celebration.)

On motion by Springmeyer, seconded by Crawmer, all voting in favor, meeting adjourned at 7:15 p.m.

Attest:

Mike Kauss, President

Patricia Nusbaum, Zoning Administrator

**ELYSIAN PLANNING AND ZONING COMMISSION
REGULAR MEETING
JULY 17, 2012
MINUTES**

The Elysian City Planning and Zoning Commission met in regular session Tuesday July 17, 2012 at City Hall at 6:00 p.m.

Present were: Vice Chair Roger Hanson; Commissioners: Gary Buchschacher, Jeanette Crawmer, Ralph Dyer, Tom Springmeyer, Edna Thayer, and Zoning Administrator Patricia Nusbaum. **Absent:** President Mike Kauss.

On motion by Crawmer, seconded by Springmeyer, all voting in favor, the May 9, 2012 minutes were approved as presented.

On motion by Springmeyer, seconded by Crawmer, all voting in favor, the June 5, 2012 minutes were approved as presented.

On motion by Thayer, seconded by Springmeyer, all voting in favor, to approve the agenda as presented.

Warren Smith, Surveying Services and Joe Meixel were present to discuss with the Commission annexation of property owned by Matt Oswald, property located on Ray's Lake. Presently, the septic and drainfield are located east of Scenic Hideaway Drive which is located in the city of limits. Concern was aired involving the annexing one property, city ordinance states that after one year of being annexed, city water and sewer will be hooked up to the property, discussion on precedence being set due to others in the city in that area being involved with septic systems and wells. On motion by Crawmer, seconded by Buchschacher, to make recommendation to the City Council to proceed with annexation process of the Matt Oswald property which is adjacent to the City. Voting Yes: Crawmer, Buchschacher, Dyer, Hanson. Voting No: Springmeyer, Thayer. Motion declared carried.

The Boulevard Ordinance draft was discussed. Changes were suggested. Member Thayer will bring final draft to the Planning and Zoning Commission meeting to be held on Tuesday, August 7, 2012 at 7:00 p.m. and after approval by Commission will be presented to the City Council for further action.

Zoning Administrator Nusbaum suggested considering amending the zoning ordinance regarding the absolute hooking up to the water and sewer systems within one year's time.

On motion by Springmeyer, seconded by Crawmer, all voting in favor, meeting adjourned at 8:49 p.m.

Attest:

Roger Hanson, Vice Chair.

Patricia Nusbaum, Zoning Administrator

**ELYSIAN PLANNING AND ZONING COMMISSION
REGULAR MEETING
AUGUST 7, 2012
MINUTES**

The Elysian City Planning and Zoning Commission met in regular session Tuesday, August 7, 2012 at City Hall at 7:00 p.m.

Present were: Vice Chair Roger Hanson; Commissioners: Jeanette Crawmer, Ralph Dyer, Tom Springmeyer, Edna Thayer, and Deputy City Clerk Lorri Kopischke. **Absent:** President Mike Kauss, Commissioner Gary Buchschacher, and Zoning Administrator Patricia Nusbaum.

On motion by Thayer, seconded by Crawmer, all voting in favor, the July 17, 2012 minutes were approved as presented.

On motion by Thayer, seconded by Dyer, all voting in favor, to approve the agenda with the following addition:

1. Mark Rezac

The revised Boulevard Ordinance draft was discussed. Minor changes were suggested. Member Thayer will make the changes and email to the Zoning Administrator. On motion by Springmeyer, seconded by Crawmer, all voting in favor, to accept the Ordinance with the changes and present the final draft to the City Council for consideration at their September 13, 2012 meeting.

The Rental Ordinance draft was discussed. Changes were suggested. The Commissioners will compare this Ordinance with the Bed and Breakfast Ordinance to assess how short term vacation rentals are addressed. It was also suggested that background check forms be included with the Ordinance for the owner to utilize. The revised draft of the Ordinance will be discussed at the next Planning and Zoning Commission meeting.

Vice Chair Hanson reported he had met with Mark Rezac regarding a home he would like to build on Lake Elysian. Mr. Rezac will be presenting his sketch at the next Planning and Zoning meeting. To accommodate Mr. Rezac, the September 4, 2012 Planning and Zoning meeting will begin at 7:00 p.m.

On motion by Thayer, seconded by Springmeyer, all voting in favor, meeting adjourned at 8:05 p.m.

Attest:

Roger Hanson, Vice Chair

Lorri Kopischke, Deputy City Clerk

**ELYSIAN PLANNING AND ZONING COMMISSION
REGULAR MEETING
SEPTEMBER 4, 2012
MINUTES**

The Elysian City Planning and Zoning Commission met in regular session Tuesday, September 4, 2012 at City Hall at 6:00 p.m.

Present were: Mike Kauss, Chairperson; Commissioners: Gary Buchschacher, Jeanette Crawmer, Ralph Dyer, Roger Hanson, Tom Springmeyer, Edna Thayer, and City Administrator Patricia Nusbaum.

On motion by Springmeyer, seconded by Dyer, all voting in favor, the August 7, 2012 minutes were approved as presented.

On motion by Springmeyer, seconded by Hanson, all voting in favor, agenda was approved as presented.

A draft of the rental ordinance was reviewed. It was suggested that a table of contents be added after the first page. Member Buchschacher questioned if there was a way to have those renting to show proof of presence in the United States.

On motion by Hanson, seconded by Dyer, voting in favor, to send to the City Council the draft ordinance to include the table of contents.

Mark Rezac of 111 North Shore Drive was present to review with the Committee his plans to construct a home on Lake Elysian. Zoning Administrator Nusbaum and Committee suggested that he contact DNR to be certain that they have reviewed the building plan along with the slope setbacks, and to contact the City Building Official as to the building drawings regarding the digging into the slope for a walk out basement. Rezac will be meeting with the Zoning Administrator and Member Hanson.

Administrator comments:

The Post Office System will be holding a meeting at the American Legion Club Rooms on Tuesday, October 9, 2012 at 7:00 p.m.

The next agenda will include getting back to the Land Use Plan.

On motion by Springmeyer, seconded by Hanson, all voting in favor, meeting adjourned at 7:00 p.m.

Attest :

Mike Kauss, President

Patricia Nusbaum, Zoning Administrator

**ELYSIAN PLANNING AND ZONING COMMISSION
REGULAR MEETING
OCTOBER 2, 2012
MINUTES**

The Elysian City Planning and Zoning Commission met in regular session Tuesday, October 2, 2012 at City Hall at 6:00 p.m.

Present were: Mike Kauss, Chairperson; Commissioners: Gary Buchschacher, Jeanette Crawmer, Ralph Dyer, Roger Hanson, Tom Springmeyer, Edna Thayer, and City Administrator Patricia Nusbaum.

On motion by Hanson, seconded by Thayer all voting in favor, the September 4, 2012 minutes were approved as presented.

On motion by Dyer, seconded by Crawmer, all voting in favor, agenda was approved with the addition of:

1. Discussion on Apt. on first floor of commercial bldg.

John Dockstader, Sakatah Trail Resort, was present to offer his proposal on the consideration of a new campground in the city limits. As proposed, the campground would be located on the North shore of Lake Elysian. He offered his proposal with the understanding that the area for the proposed campground would have to be rezoned by council action. The plan included 6 – 12 hotel rooms and a public dog park. On motion by Hanson, seconded by Kauss, all voting in favor, to hold a special meeting of the Planning and Zoning on Monday, October 22, 2012 at City Hall at 2:00 p.m.

On motion by Springmeyer, seconded by Dyer, all voting in favor, to recommend to the Council that the non- blacktopped boulevards be included in the blvd. ordinance.

Roger Hanson updated the Council on the conversation that he and Zoning Administrator Nusbaum had had with Mark Rezac who is going to build a house on Lake Elysian. He was instructed to stop any more work on the slope and to contact the DNR as to plantings of the slope.

Some discussion was held on the first floor commercial bldg. usage.

On motion by Springmeyer, seconded by Buchschacher, all voting in favor, meeting adjourned at 7:25 p.m.

Attest:

Dr. Mike Kauss, President

Patricia Nusbaum, Zoning Administrator

**ELYSIAN PLANNING AND ZONING COMMISSION
REGULAR MEETING
OCTOBER 22, 2012
MINUTES**

The Elysian City Planning and Zoning Commission met in regular session Monday, October 22, 2012 at City Hall at 2:00 p.m.

Present were: Mike Kauss, Chairperson; Commissioners: Gary Buchschacher, Ralph Dyer, Roger Hanson, Tom Springmeyer, Edna Thayer, and City Administrator Patricia Nusbaum. Absent: Jeanette Crawmer.

The purpose of the meeting was to further discuss with John Dockstader his plan for a campground in the City of Elysian.

Open discussion followed as to various questions as to the size of lots, the consideration of docking for the residents boats, fire hydrants, water/sewer hookups, shoreland regulations, rezoning, and consideration on growth for the city.

A majority of those present offered an opinion in support of the project at this time, with the understanding that there are several steps that need to be taken prior to this matter getting to the Council.

On motion by Hanson, seconded by Dyer, all voting in favor, meeting adjourned at 3:04 p.m.

Attest:

Dr. Mike Kauss, President

Patricia Nusbaum, Zoning Administrator

ELYSIAN PLANNING AND ZONING COMMISSION
REGULAR MEETING
NOVEMBER 8, 2012
MINUTES

The Elysian City Planning and Zoning Commission met in regular session Thursday, November 8, 2012 at City Hall at 6:00 p.m.

Present were: Mike Kauss, Chairperson; Commissioners: Gary Buchschacher, Jeanette Crawmer, Ralph Dyer, Roger Hanson, Edna Thayer, and City Administrator Patricia Nusbaum. Absent: Tom Springmeyer.

On motion by Thayer, seconded by Crawmer, all voting in favor, to approve the minutes of the October 2, 2012 and October 22, 2012 as presented.

On motion by Buchschacher, seconded by Hanson, all voting in favor, to approve the agenda as presented.

Wilbur Preston, 208 Main Street East, asked the Commission as to whether he could add on to his house. The house is in a commercially zoned area and therefore is a non-conforming use. Discussion centered around his concerns as to building a garage which could be part of a business and part personal. He asked if he could add on to the house? Zoning Administrator stated that if there was a business located on the property, he could add on to the house. If he chose to add on to the house or build a garage for personal use, the non-conformity would continue and it would not be allowed.

Discussion was held on the City Land Use Plan. More consideration will be done on it in 2013.

On motion by Thayer, seconded by Buchschacher, all voting in favor, meeting adjourned at 6:42 p.m.

Attest:

Dr. Mike Kauss, President


Patricia Nusbaum, Zoning Administrator