



PLAN COMMISSION

Wednesday, December 11, 2024 – 6:30 PM

Town Hall Meeting Room, 8348 Hickory Ave, Larsen, WI 54947

MINUTES

CALL TO ORDER – Chair Knapinski called the meeting to order at 6:30 pm

- A. Pledge of Allegiance
- B. Verification of Notice
- C. Meeting Roll

PRESENT

Chair Knapinski
Commissioner Haskell
Commissioner Nemecek
Commissioner Ketter
Commissioner Hopkins
Town Board Rep. Christianson

STAFF

Administrator Wisnefske
Clerk Faust-Kubale

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, November 13, 2024 Plan Commission Meeting

MOTION

Motion made by Commissioner Nemecek, **Seconded** by Commissioner Ketter to approve the Minutes of the Wednesday, November 13, 2024 Plan Commission Meeting as presented.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Ketter, Commissioner Hopkins, Town Board Rep. Christianson

Motion carried 6-0.

OPEN FORUM – Public comments addressed to the Plan Commission - NONE

CORRESPONDENCE

- A. Distribution of the November 2024 Building Inspection Report

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. Administrator's Report

BUSINESS

- A. Review/Recommendation: Plan Commission review & recommendation on a Certified Survey Map (CSM) submitted by McMahon Associates, Inc. on behalf of Jason Jensen to divide Tax ID #006-0797 into two (2) separate lots.

MOTION

Motion made by Commissioner Haskell, **Seconded** by Commissioner Nemecek to recommend approval of the CSM submitted by McMahon Associates, Inc. on behalf of Jason Jensen with the following conditions:

1. Due to the presence of hydric soils, a note should be added to the effect that a Wetland Delineation may be required prior to any new development on Lots 1 and 2.
2. The on-site sewerage systems, drainage ditches, building tie distances perpendicular to right-of-way and/or property line must be showing on the face of the CSM.
3. Label accessory buildings as pole shed (larger outbuilding) and livestock shed (smaller outbuilding).
4. Add a note to the face of the CSM that states "Lots 1 and 2 do not have access to Stoney Ridge Trail due to an adjoining strip of land owned by others along the North side of Stoney Ridge Trail described as Outlot 2 of CSM No. 2685".

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Ketter, Commissioner Hopkins, Town Board Rep. Christianson

Motion carried 6-0.

UPCOMING MEETING ATTENDANCE

- A. Plan Commission (6:30 pm start unless otherwise noted) - Jan 15; Feb 12; March 12
- B. Town Board (6:30 pm start unless otherwise noted) - Dec 18; Jan 8 & 22; Feb 5 & 19

ADJOURNMENT

MOTION

Motion made by Commissioner Haskell, **Seconded** by Commissioner Nemecek to adjourn at 6:46 pm.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Ketter, Commissioner Hopkins, Town Board Rep. Christianson

Motion carried 6-0.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk