

TOWN OF SHELBY

County of La Crosse

State of Wisconsin



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APPROVED

Planning Commission Draft Minutes

Date: Tuesday, April 18, 2023

Time: 4:00 p.m.

Location: Town Hall, 2800 Ward Ave, La Crosse, WI 54601

Town Officials Present: Commissioners Elliott Bujan, Mike Kendhammer, Karen Kouba, Brian Benson, Al Schulz, Rebecca Flege, Supervisor Marlene Heal, Administrator Christina Peterson, and Clerk Fortune Berg.

Not Present: N/A

Attendance List: N/A

1. Planning Commission Meeting called to order by Bujan at 4:00 p.m.
2. Approve Minutes from 02/28/2023. Motion by Heal to approve minutes from 02/28/2023, second by Kouba. Motion carried unanimously.
3. Citizen's Concerns. None.
4. Preliminary Plat – Stone Haus Addition (Skemp Road) – Letter from TAC Meeting. Peterson noted the letter they received is a summary of the meeting and some discussion is still needed. Peterson gave copies of the plat that was provided at the last meeting. Peterson explained the plat approval process and the TAC (Technical Advisory Committee) meeting. The current proposal shows a temporary cul-de-sac with a 50-foot radius for easement and a 40-foot gravel road. Peterson reviewed discussion that noted a 42-foot, paved road would be the minimum. Peterson added that although the cul-de-sac is temporary, the town would prefer an easement to make a record. Kendhammer added that a paved is preferable for emergency services, Schulz agreed. Peterson recommended discussing it with Public Works and the School District to establish how much space would be needed for a school bus or snowplow to fully turn around. Kendhammer asked if the County required a cul-de-sac every 500 feet. Peterson noted the discussion on encouraging developers to install greenways, walking trails, etc. Peterson explained it is standard practice. General discussion on curb and gutter which concluded that the town cannot require or enforce curb and gutter. Peterson noted that outlot off Skemp Road will be a ponding area to retain water that drains off. Peterson noted the town will need to review the developer's agreement and have a hand in stormwater maintenance. Peterson noted the State and County have stormwater regulations that the Town follows. Peterson noted the anticipated value of the homes, noting that the proposal mentions a family friendly subdivision. TAC encourages the parkland dedication and fee. This plat would require 2 acres to be dedicated for parkland plus a \$200.00 fee per lot. Peterson noted the board can require less land dedication or less fees. Discussion on land dedication and fees and the existing park in that area. Discussion on ensuring dedicated land makes sense for park or trail expansion. Recommendations will be made to the town board at a later date. The Planning Commission recommends moving forward with the full fee and land dedication. Discussion on requesting a plan for the full development not just the first phase, Peterson is unsure if Shelby can require the larger proposal but can encourage them to submit the full plat for planning purposes. Peterson noted the map shows the slopes, anything steeper than 30% cannot be built on. Discussion on lot sizes, lot sizes chosen based on topography. Discussion on density development. Peterson noted past discussions on creating more stormwater regulations by ordinance for the Town. Staff

was directed to report back on the rules for impervious surface and implementing any ordinances. TAC requests that proposed changes to the design is shared with everyone including emergency services and school districts. Preliminary feedback will be provided to the developer.

5. Committee Reports/Comments.
 - a. Al Schulz noted a piece of land for sale on Ebner Coulee, and he is unsure if it's a buildable lot. Peterson noted the right of way is assumed by the Town of Shelby per state law and she is unsure how it will affect the setbacks from La Crosse County standpoint. Peterson noted La Crosse County is the zoning authority and their requirements determine if the lot is buildable.
 - b. Kendhammer asked about the right of way and if it's included on the square footage of the lots. Kendhammer doesn't believe it should measure square footage into the center of the road. Peterson noted that is determined by La Crosse County and she is unsure if Town can claim right of way to provide accurate square footage for lots.
6. Reappointment Discussion. Bujan and Schulz are on the agenda to be reappointed by the Town Board. New term ends in 2026.
7. Administrator Report.
 - a. None
8. Adjournment. Motion by Heal, second by Bujan to adjourn at 5:12 p.m. Motion carried unanimously.

Next regular meeting will take place Tuesday, May 16, 2023 @ 4:00 p.m.

Respectfully Submitted, Fortune M. Berg, Clerk