

3-1-2016

Plan Commission Meeting

MINUTES OF THE PLAN COMMISSION MEETING
HELD ON TUESDAY, March 1, 2016 at 5:15 pm

A meeting of the Plan Commission was held on Tuesday, March 1, 2016, at 5:15 pm. at the Town of Sheboygan Town Hall, 1512 N. 40th St., Sheboygan, WI 53081, Sheboygan County. The following were present: Commission Member/Town Chairperson Dan Hein, Sanitary District No. 2 Commissioner Dave Griffin, Sanitary District No. 3 Commissioner Jerry Hoepfner, Supervisor Dan Olson, Jim Schultz, Pam Dekker, Attorney Michael Bauer and Clerk Cathy Conrad.

Notice of the meeting was given to the public at least 24 hours prior to the meeting by posting in three (3) different places. Public Hearings were published February 16, 2016 & February 23, 2016 in the Sheboygan Press.

Chairperson Hein opened the meeting and introductions were given.

Atty. Bauer opened the public hearing for:

PUBLIC HEARING - Conditional Use Permit

Petitioner: Heidi Loose, McKenzie's Mission

Property Owner: Terry J Gottsacker
 4705 Hunters Glen Drive
 Sheboygan, WI 53083

Property Address: 4705 Hunters Glen Drive

Present Zoning: R-1 (single family residence)

Parcel Size: approx. .31 acres

Parcel Number: 59024361696

Purpose of Petition: The petitioner requests a conditional use permit to operate a facility known as McKenzie's Mission for up to 4 individuals/clients of advanced age, developmentally disabled, irreversible dementia/Alzheimer's and pregnant women/counseling, as licensed by the State of Wisconsin as an Adult Family Home. This is a tax exempt, non-profit business that can house up to 4 adults with cognitive disabilities. The residents live on-site. The owner of the residence is the licensed operator with up to 7 staff members. Two angled parking spaces will be added on the subject property for staff. A basement renovation will be taking place to expose the basement with a walk-out single patio door and concrete patio. This facility operates 24/7 for 365 days a year.

Published in the Sheboygan Press on February 16, 2016 & February 23, 2016

Heidi spoke that they are a state licensed owner occupied adult group home similar to Dungarvin and TLC, etc. They take care of 4 people, it is non-profit and one of the residents is her own daughter who is 23 with disabilities. Two residents have been living there 1 ½ years and one for 1 year. Residents have to be 21 to live there. The operation isn't changing but the layout is changing to allow privacy for the owner. Joe Bronoski stated the residents do not drive and the parking spots are for employees who shouldn't park on the street overnight. This would allow the owner to live in the lower level and would allow her independent access to her own space without going through what's happening on the first floor. The Town wasn't aware this home was operating. Loose apologized for not coming in sooner and stated she has been operating since October 2014. Roger & Jan Clapp live adjacent to the Loose home and support the home and its operation and their only concern is the area that would impact the space between their two homes, otherwise he has no problem.

Heidi stated she and Terry are not married and the house is financed and it is titled in his name. It was suggested that the permit be issued in both names. Loose stated she pays the mortgage to Gottsacker. Atty. Bauer felt that it would be better to issue the permit to both Terry Gottsacker and Heidi Loose. Clapp's were fine with the proposal. Hein asked if the driveway was going to be striped. The area for parking will be concreted. This is an accommodation to allow a group home to be in a residential area. The property is kept up nice. Griffin asked if the shed on the property is going over the utility easement. The entire project will be done at the same time.

3-1-2016

Plan Commission Meeting

There was no further public comment

Motion Dekker, second Olson to close the public hearing. Motion carried.

AGENDA

- 1) Conditional Use Permit for McKenzie's Mission, 4705 Hunters Glen Drive- **Motion Dekker, second Hoepfner to recommend approval of the conditional use permit application of Heidi Loose dba McKenzie's and Terry Gottsacker, 4705 Hunters Glen Drive to operate a Adult Family Home for up to 4 individuals as licensed by the State of Wisconsin. Motion carried.**
- 2) Final Plat for Mueller Fields West Subdivision-Atty. Bauer had some comments regarding an extra 6' on Lot 58; the utility grants to Sanitary 2 & 3 and Darla Free being listed as the Town Treasurer. He also recommended approval conditioned on the developer paying the parkland fee (\$15,000) and a letter of credit assuring that the infrastructure and road be issued. **Motion Griffin, second Hoepfner to recommend for approval the Final Plat for Mueller Fields West Subdivision with payment of the parkland fee and a secure letter of credit is presented to the Town. Motion carried.**
- 3) Appointment-Sage Miller cancelled her appointment.
- 4) Commission minutes of January 5, 2016 -**Motion Olson, second Hoepfner to approve the Plan Commission minutes of January 5, 2016 as presented. Motion carried.**
- 5) Correspondence & Communication-None.
- 6) Adjourn-**Motion Hoepfner, second Schultz to adjourn the meeting at 5:35 pm. Motion carried.**

Cathy Conrad, Town Clerk