

Town of Frankfort Plan Commission November 16, 2023 Minutes

Commission Chair Don Gisch called the meeting to order at 6:30 p.m. Remote attendance for this meeting was an option.

Commission members Don Gisch, Donna Juleff, Bryce Black and Maureen Manore were present in the Town Hall and were signed into the meeting by Zoom.

No others were present in the Town Hall or on-line.

Approve Minutes – 10-12-2023

The draft minutes had the words "definition of a" added to the Review of Town Zoning Ordinance Proposed Changes and then stood as changed.

Citizen's Comments and Questions

None.

Discuss/Approve – Letter to Citizen Concerning Land Use Intentions

The draft letter to the owners of Kallstrom Flowers, asking them to come to a Plan Commission meeting and explain their business model, was approved and will be mailed.

Review of Town Zoning Ordinance Proposed Changes/Possible Vote on Sending a Draft Document to the Town Board for Review

The Commission discussed Animal Unit Definition, adding "Wis. Admin Code" to the NR 243 in the first sentence and removing references to Appendix A and the end of the last sentence. The words "Dwelling" and "Center" were pluralized in each district under Family Childcare listings.

Under 17.07 Performance Standards, 3) Compliance, the previously proposed text for L. Traffic Patterns was changed to "It shall be the responsibility of the owner of any lot or parcel of land developed for any use to minimize potential adverse impacts of increased vehicular traffic on neighboring landowners and residents, and/or on the public infrastructure. Relevant factors will include neighborhood safety, the number of vehicle trips per day; road construction needed to handle increased traffic; increased maintenance cost to existing roadways; and possible vehicle emissions affecting air, water quality, noise." And to M. Hours of Operation the word "could" was replaced by "may".

The Commission discussed if the draft of proposed changes should be sent to the Town Board after the latest revisions were entered. Some members wanted the Zoning Administrator to examine the document first. The Commission decided to look at the revisions again at the next meeting before deciding.

Future Meeting Date and Agenda

The next Plan Commission meeting was set for December 14, 2023, at 6:30 p.m. The agenda may include: Minutes from 11-16-2023; Citizens Comments; Review Proposed Revisions of the Zoning Ordinance/Possible Vote on Sending Draft Document to Town Board for Review.

The Chair adjourned the meeting at 7:25 p.m.

Maureen Manore

Town of Frankfort Clerk