

## **Town of Frankfort Plan Commission September 7, 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, Bryce Black, Deb Fisher and Maureen Manore were present in the Town Hall and were signed into the meeting by Zoom. Sally Baecker attended remotely.

Jennifer Richardson and Ricky Riggins were also present in the Town Hall. No others were present in person or remotely.

### **Approve Minutes – 8-3-2023**

The draft minutes of the public hearing stood as submitted. Changes were made to the draft minutes of the Plan Commission meeting. The draft minutes stood as changed.

A motion was made by Deb Fisher, seconded by Maureen Manore, to add “Citizen Comments” to future agenda items. After some discussion, a voice vote was held. The motion carried with no negative votes.

### **Review of Town Zoning Ordinance Proposed Changes**

The Commission discussed how to deal with permitted uses that may become major cottage industries. They proposed adding the sentence “Permitted uses will require a Conditional Use Permit if they meet the definition of a Major Home Occupation/Cottage Industry”. This sentence would be added before each section listing permitted uses in all districts. Additional clarification was added to the Major Home Occupation-Cottage Industry section under 17.06(1) 3)b) addressing hours of operation, on-site parking and retail sales. Under 17.06(1) 3) a) i), Minor Home Occupation, “limiting traffic numbers and onsite parking” was added. Under 17.07 Performance Standards, 3) Compliance, it was proposed to add L. Traffic Patterns and M. Hours of operation to the list.

Also discussed was how to define small and large day care centers. It was decided to check the State Statutes for definitions before the next meeting.

### **Future Meeting Date and Agenda**

The next Plan Commission meeting was set for October 12, 2023, at 6:30 p.m. The agenda may include: Minutes from 9-7-2023; 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 7:50 p.m.

Maureen Manore  
Town of Frankfort Clerk