

**THE PLAN COMMISSION
CITY of CHETEK**

The Plan Commission of the City of Chetek will meet at City Hall 220 Stout Street on Thursday November 21, 2024 at 6:00 p.m. for a regular meeting. A quorum of City Council Members may be present.

SCHEDULED ATTENDANCE

Matt Shilts, Stephen Bant

- 1. Call to order**
- 2. Roll Call**
- 3. Assure compliance with open meeting law**
- 4. Approve minutes of previous meeting**
 - Discussion/Possible Action: Approve or not approve a request from Steven Cole for a land division in the Extraterritorial Zoning.**
 - Discussion/ Possible Action: review Conditional Use Permit for 251 Woodard Street-proposing an addition.**
 - Discussion/Possible Action: review ordinance changes**

Set date and agenda items for December meeting
Adjourn

Minutes of the Hearing of the Plan Commission of the City of Chetek held on October 17, 2024 at 6:00p.m.

City of Chetek – Planning Commission Meeting Minutes – October 17,2024.

A regular meeting of the Planning Commission for the City of Chetek was called to order at 6:02 pm on October 17, 2024 by Council President Thea Hempel.

Roll call for the Planning Commission meeting was taken. Present were Shawn Ayers, Del Wacker, Tim Esselman, Thea Hempel, Dave Swangim. Absent were Mayor Martin & Mark Etten

Also present was Mark Eby, Planning Commission Secretary, Building Inspector Joe Atwood, Mike Schaaf from 54 Wisconsin Ave.

Compliance with the open meeting law was verified.

Shawn Ayers made a motion to approve the prior month meeting minutes. 2nd by Tim Esselman Motion carried.

1) Discussion/Action:Michael Schaaf has applied for a land division at 54 Wisconsin Ave. Divide 2.81 acres in half.

Joe did the environmental assessment and checked with Dan Knapp in regards to if Mike were to put in a driveway on the parcel that he wants to divide and Dan said that it would be ok. Joe sees no issues and Mike exceeds all the min size requirements that are required for city lots. Del asked how the sewer was going to work and Mike said that he would like to section it off so that his house and property are on one parcel and the cabin that is currently there would be on the other parcel and that he would run sewer off from the road to what would be the new parcel. Joe said that he could come over from Wisconsin or Phillips St. with any water or sewer that would need to be ran to the new parcel. Del made a motion to accept the preliminary land division as presented. Dave 2nd Carried. Joe did ask that when Shilts Land Surveying does the survey that it comes to the city for the Mayor to sign off on.

2) Discussion/Action: Text amendment possibly change in total sq ft from 1,200 to 1,500 in R-1 District only. Sec 26-151 location of detached garages and accessory buildings.

Shawn did some research on this topic. Joe said that he has been getting requests for a little bit bigger garages than the current 1200sq ft that is currently allowed in the city. Joe would like to see a possibility of anything from 1400 to 1600 sq ft so that is why this is proposed. Everything currently in the ordinance would stay which includes that 30% of the property needs to be green space and that they also currently meet all setbacks that are in the current ordinance. Shawn did see where there are quite a bit of bigger acre lots in the city that could handle 1500 sq ft or bigger. Some municipalities have no size limit. Shawn had a couple spreadsheets of the different sizes and also some drawings of different size garages in sq ft to kind of get a feel of what different sizes look like. Lots would dictate the size. Dave asked why we have a size limit if you still have to follow the 30% rule and the setbacks. That was discussed and said that if we had it to where there is no size limit that some of the properties could put in excess of 20,000sq ft garage or pole barn up which the city would not like to see huge pole buildings on city properties. Everyone did agree that there should be a size limit. Tim thinks that a size limit would be a good thing for the city. Thea said that she would be happy with 1500 sq ft. Shawn said that he thinks it's a little small at 1500 sq ft. Del did say 2000 sq ft wouldn't be a bad number. Del made a motion for 2000 sq ft with 30% green space and setbacks that are currently in the ordinance. Shawn 2nd. Carried. This recommendation will be forwarded to the city council for public hearing and passage of the ordinance with the new square footage in place.

3) Text addition-add the following to Sec. 26-151 (2)

Joe said that he visited all the properties and alleys in the city. The city currently has 6 alleys and 34 properties on those alleys. 26 would be able to comply. 76% would be able to follow and comply with the set back proposed. Current setback is 5 ft. The proposal is a 20 ft setback and would have to meet the current standard. Exceptions would be to allow a pre-existing structure which would be grandfathered in where the property owner would be able to rebuild on the exact footprint as the original building that was there. Del makes a motion to add the following text addition to 26-151 Detached accessory buildings

shall not be located less than five (5) feet from any residential building nor closer than five (5) feet to an alley, except that when the accessory building is a garage that has its entrance facing the alley, the rear yard setback shall be 20 feet for the garage. All other structures not involving an alley or a garage shall be a minimum of three (3) feet from the property line. Exception would be to allow a pre-existing structure which would be grandfathered in withere the property owner would be able to rebuild on the exact footprint as the original building that was there. Dave 2nd. Carried. This will be recommended to the council for public hearing and approval at the November council meeting.

3) Text addition-look at Sec. 118-86 Airport District and discuss overnight sleeping in hangers.

Joe and Matt have been in contact with other airports. Joe and Matt have spoken with an airport in regards to this and the commission has decided to take no action on this item.

4) Discussion/ Possible action: look at amending the shipping container ordinance to allow container use at school.

This ordinance has already gone to council for approval and passed. This was brought back to the commission after some discussion at the Board of Appeals with the school where the school feels that it should be exempt of not being able to have shipping containers which they use for the storage of school football equipment because this is the only thing that they have found that will keep the rodents out of from eating the school equipment and having to spend thousands on new equipment which would come from the taxpayers. The proposed addition to the ordinance would be adding A (1) exception shipping containers may be permanently placed on school property and shall comply with (d) 1-6 under permanent use exceptions. Dave made a motion to add exceptions as written. Tim 2nd. Carried. This will be forwarded to the council for public hearing and passage at the November council meeting.

Motion to adjourn by Dave Swangim 2nd by Shawn Ayers motion carried meeting adjourned at 6:58pm

Date of the next meeting December 19, 2024

Respectfully Submitted Mark Eby

Dept of Safety & Professional Services Industry Services Division Wisconsin Stats. 101.63, 101.73	<h2 style="margin:0;">Wisconsin Uniform Building Permit Application</h2>	Application No. Parcel No: 211-1331-13-011
PERMIT REQUESTED <input checked="" type="checkbox"/> Constr. <input checked="" type="checkbox"/> HVAC <input checked="" type="checkbox"/> Electric <input checked="" type="checkbox"/> Plumbing <input type="checkbox"/> Erosion Control <input type="checkbox"/> Other:		Instructions on back of second ply. The information you provide may be used by other government agency programs [(Privacy Law, s. 15.04 (1)(m))]

Owner's Name TUCOBIA PROPERTIES LLC / STEPHEN R BANT	Mailing Address 1886 22-22 1/4 ST, RICE LAKE, WI 54868	Tel. 715-820-0383
Contractor Name & Type Dwelling Contractor (Constr.) DAVE CECIL BUILDERS, INC.	Lic/Cert# 1204000068-DC	Mailing Address 101 LOOMIS ST, BIRCHWOOD, WI 54817
Dwelling Contr. Qualifier ALISON CECIL	070800025-DCQ	The Dwelling Contr. Qualifier shall be an owner, CEO, COB or employee of the Dwelling Contr.
HVAC		
Electrical		
Plumbing		

PROJECT LOCATION	Lot area 1.3 ACRES Sq.ft.	<input type="checkbox"/> One acre or more of soil will be disturbed	<input type="checkbox"/> Town <input type="checkbox"/> Village <input checked="" type="checkbox"/> City of chetek	30 _____ 1/4, 33N _____ 1/4, of Section 10W _____, T SE _____ N, R SE E/W
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Building Address 251 WOODARD ST, CHETEK, WI	County BARRON	Subdivision Name 0843-FARMINGTON ADD	Lot No. B	Block No.
Zoning District(s) G1-RESIDENTIAL	Zoning Permit No.	Setbacks: Front _____ ft. Rear _____ ft. Left _____ ft. Right _____ ft.		

1. PROJECT <input type="checkbox"/> New <input type="checkbox"/> Alteration <input checked="" type="checkbox"/> Addition <input type="checkbox"/> Other:	3. OCCUPANCY <input type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Garage <input checked="" type="checkbox"/> Other:	6. ELECTRIC Entrance Panel Amps: 200A <input type="checkbox"/> Underground <input checked="" type="checkbox"/> Overhead	9. HVAC EQUIP. <input checked="" type="checkbox"/> Furnace <input type="checkbox"/> Radiant Basebd <input type="checkbox"/> Heat Pump <input type="checkbox"/> Boiler <input checked="" type="checkbox"/> Central AC <input type="checkbox"/> Fireplace <input type="checkbox"/> Other:	12. ENERGY SOURCE <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Fuel</td><td>Nat Gas</td><td>LP</td><td>Oil</td><td>Elec</td><td>Solid</td><td>Solar Geo</td></tr> <tr> <td>Space Htg</td><td>X</td><td></td><td></td><td></td><td></td><td></td></tr> <tr> <td>Water Htg</td><td>X</td><td></td><td></td><td></td><td></td><td></td></tr> </table>	Fuel	Nat Gas	LP	Oil	Elec	Solid	Solar Geo	Space Htg	X						Water Htg	X								
Fuel	Nat Gas	LP	Oil	Elec	Solid	Solar Geo																						
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2. AREA INVOLVED (sq ft) <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th><th>Unit 1</th><th>Unit 2</th><th>Total</th></tr> </thead> <tbody> <tr> <td>Unfin. Bsmt</td><td></td><td></td><td></td></tr> <tr> <td>Living Area</td><td>3,440 SQ FT</td><td></td><td></td></tr> <tr> <td>Garage</td><td></td><td></td><td></td></tr> <tr> <td>Deck/Porch</td><td>330 SQ FT</td><td></td><td></td></tr> <tr> <td>Totals</td><td>3,770 SQ FT</td><td></td><td></td></tr> </tbody> </table>		Unit 1	Unit 2	Total	Unfin. Bsmt				Living Area	3,440 SQ FT			Garage				Deck/Porch	330 SQ FT			Totals	3,770 SQ FT			4. CONST. TYPE <input checked="" type="checkbox"/> Site-Built <input type="checkbox"/> Mfd. per WI UDC <input type="checkbox"/> Mfd. per US HUD	7. WALLS <input checked="" type="checkbox"/> Wood Frame <input type="checkbox"/> Steel <input type="checkbox"/> ICF <input type="checkbox"/> Timber/Pole <input type="checkbox"/> Other:	8. USE <input type="checkbox"/> Seasonal <input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Other:	10. SEWER <input checked="" type="checkbox"/> Municipal <input type="checkbox"/> Sanitary Permit#
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				11. WATER <input checked="" type="checkbox"/> Municipal <input type="checkbox"/> On-Site Well																								
				13. HEAT LOSS BTU/HR Total Calculated Envelope and Infiltration Losses (available from "Total Building Heating Load" on Rescheck report)																								
				14. EST. BUILDING COST w/o LAND \$ 650,000																								

I understand that I: am subject to all applicable codes, laws, statutes and ordinances, including those described on the reverse side of the last ply of this form; am subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If one acre or more of soil will be disturbed, I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and the owner shall sign the statement on the back of the permit if not signing below. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

I vouch that I am or will be an owner-occupant of this dwelling for which I am applying for an erosion control or construction permit without a Dwelling Contractor Certification and have read the cautionary statement regarding contractor responsibility on the reverse side of the last ply of this form.

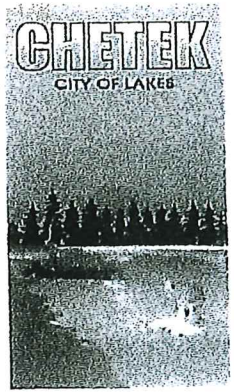
APPLICANT (Print:) STEPHEN R BANT **Sign:** Stephen R. Bant **DATE** 10/30/2024

APPROVAL CONDITIONS This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. See attached for conditions of approval.

ISSUING JURISDICTION	<input type="checkbox"/> Town of <input type="checkbox"/> Village of <input type="checkbox"/> City of <input type="checkbox"/> County of <input type="checkbox"/> State →	State-Contracted Inspection Agency#:	Municipality Number of Dwelling Location
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FEES:	PERMIT(S) ISSUED:	WIS PERMIT SEAL #	PERMIT ISSUED BY:
Plan Review \$ _____ Inspection \$ _____ Wis. Permit Seal \$ _____ Other \$ _____ Total \$ _____	<input type="checkbox"/> Construction <input type="checkbox"/> HVAC <input type="checkbox"/> Electrical <input type="checkbox"/> Plumbing <input type="checkbox"/> Erosion Control		Name _____ Date _____ Tel. _____ Cert No. _____

City of Chetek
City Hall



220 Stout Street
PO Box 194
Chetek, WI 54728
P: 715-924-4838
F: 715-924-2476
www.cityofchetek-wi.gov

November 6, 2019

Nancy Vorass, agent
Boncler Realty, Inc.
10475 State Rd. 27
Hayward, WI 54843

Via email: NVorass@hotmail.com

Dear Nancy:

At the meeting of the City of Chetek Plan Commission held on Thursday, October 24, 2019, your petition for a conditional use permit was acted on and approved. This conditional use permit allows a Community Based Residential Facility to be operated on the property located at 251 Woodard Street, Chetek, WI.

The conditional use permit was approved for a one-year period. After one year the conditional use permit shall be reviewed. If no issues have arisen during the one year period, the plan commission shall renew the conditional use. No other specific conditions were placed on this permit.

If you have any questions regarding this matter, please contact Joe Atwood, zoning administrator at 715-764-2948.

Sincerely,

Carmen Newman, clerk/treasurer

Mayor Jeff Martin
715-924-4838
chetekmayor@cityofchetek-wi.gov

Public Works
715-924-4236
publicworks@cityofchetek-wi.gov

Building/Zoning
715-924-4236
jatwood@cityofchetek-wi.gov



Land Division Application

Applications are due no later than ten (10) days prior to Plan Commission meeting

Applicant Information

Property Owner: Steven Cole Contractor/Agent:
Mailing Address: 1204 3rd St Cheek WI 54728 Mailing Address:
Phone: Phone:
Email: Email:

Surveyor: Matt Shilts phone: 715-651-5476
Mailing address: 2092 15th Ave Cameron, WI 54822 email: matt@shiltslandsurveying.com

Site Information

Total Acreage: 2 size of original parcel 12.38 Number of Lots 1
Legal Description: part of the NE-NW of Section 5 Town of Oaue
Zoning district: R1 R2 R3 CBD C1 C2 C3 I1 I2 A1 W1 AP PUD / outside city X
Current use of property: Farm Field
Existing use surrounding property: Farming + Residential

Proposed use

Proposing to divide property into 1 lots (indicate number) Average size of lots 2 acres
Proposed zoning change: N/A or Extraterritorial X
The lots are being created to accommodate: single homes X duplex commercial industrial
Water/Sewer will be supplied by: city service well/septic/holding tank X
Are there separate laterals for each lot? yes no (parcels cannot share laterals) not applicable X
The division of the parcel provides access to an existing public road by: (check one)
X each new division has frontage on an existing public road. Name of road 25 1/4 St
a new public road, proposed road name:
a new private road, proposed road name:
Easements for driveway or ROW purposes:

I attest that the information contained in this application is true and correct to the best of my knowledge.

Property Owner Signature Steven A. Cole Date 10/16/24
Agent/Contractor Signature Date 10/16/24
Fee: date paid

PRELIMINARY CHECKLIST FOR ENVIRONMENTAL ASSESSMENT OF PLATS AND LAND DIVISIONS AND COMMUNITY DEVELOPMENT PLANS

(All yes answers must be explained in detail by attaching maps and supporting documentation describing the impacts of the proposed development).

I. TOPOGRAPHIC INFORMATION. Does the proposed project involve:

		Yes	No
A.	Changes in relief and drainage patterns (attach a topographic map showing, at a minimum, two (2) foot contour intervals).		X
B.	A landform or topographic feature of local or regional interest.		X
C.	A floodplain, flood fringe, or floodway (If yes attach two (2) copies of a typical stream valley cross section showing the channel of the stream, the 100 year floodplains limits and the floodway limits (if officially adopted), of each side of the channel and a cross section of area to be developed		X
D.	An area of soil instability - greater than 18% slope and/or organic soils, peaks, or mucks at or near the surface		X
E.	An area with the groundwater table within 10 feet of the soil surface		X
F.	a drainage way for 5 or more acres of land		X
G.	Lot coverage of more than 50% impermeable surfaces		X
H.	Prime agricultural land	X	
I.	Wetlands and Marshes		X
J.	Mapped environmental corridors		X
II. WATER RESOURCES. Does the proposed project involve:			
A.	Location within an area traversed by a navigable stream or dry run		X
B.	Greater than 10% change in the capacity of a storm water storage facility or flow of a waterway within 1 mile		X
C.	The use of septic tank-soil absorption fields for on-site waste disposal	X	
D.	Lowering of water table by pumping or drainage		X
E.	Raising of water table by altered drainage patterns		X
F.	Lake frontage		X
III. BIOLOGICAL RESOURCES. Does the project			

involve:		Yes	No
A.	Critical habitat for plants and animals of community interest		X
B.	Endangered, unusual or rare species of:		X
	1. Land animals		X
	2. Birds		X
	3. Plants		X
C.	Removal of over 25% of the present trees		X
IV. HUMAN AND SCIENTIFIC INTEREST. Does the project site involve:			
A.	An area of archeological interest		X
B.	An area of geological interest		X
C.	An area of hydrological interest		X
D.	An area of historical interest		X
	1. Historic buildings or monuments		X
	2. Buildings or monuments of unique architecture		X
E.	An area of identified community recreation use		X
V. ENERGY, TRANSPORTATION AND COMMUNICATIONS			
A.	Does the development increase the traffic flow in any collector system by more than 10%?		X
B.	Is the development traversed by an existing or planned utility corridor (gas, electricity, water, sewer interceptor, communications, storm sewer)?		X
VI. POPULATION.			
A.	Does the development increase by more than 10% the school population of any school serving the development?		X
VII. COMMENTS ON ANY OF THE ABOVE WHICH MAY HAVE A SIGNIFICANT ENVIRONMENTAL IMPACT			
VIII. APPENDICES AND SUPPORTING MATERIAL			

BARRON COUNTY CERTIFIED SURVEY MAP

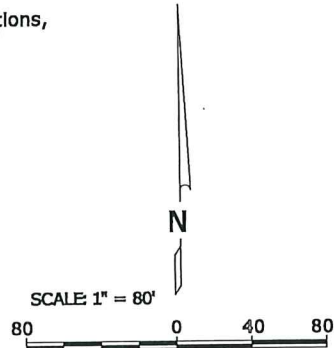
A PART OF THE NE 1/4 OF THE NW 1/4 OF SECTION 5, T. 32 N., R. 10 W., TOWN OF DOVRE, BARRON COUNTY, WISCONSIN

SURVEYOR'S NOTES

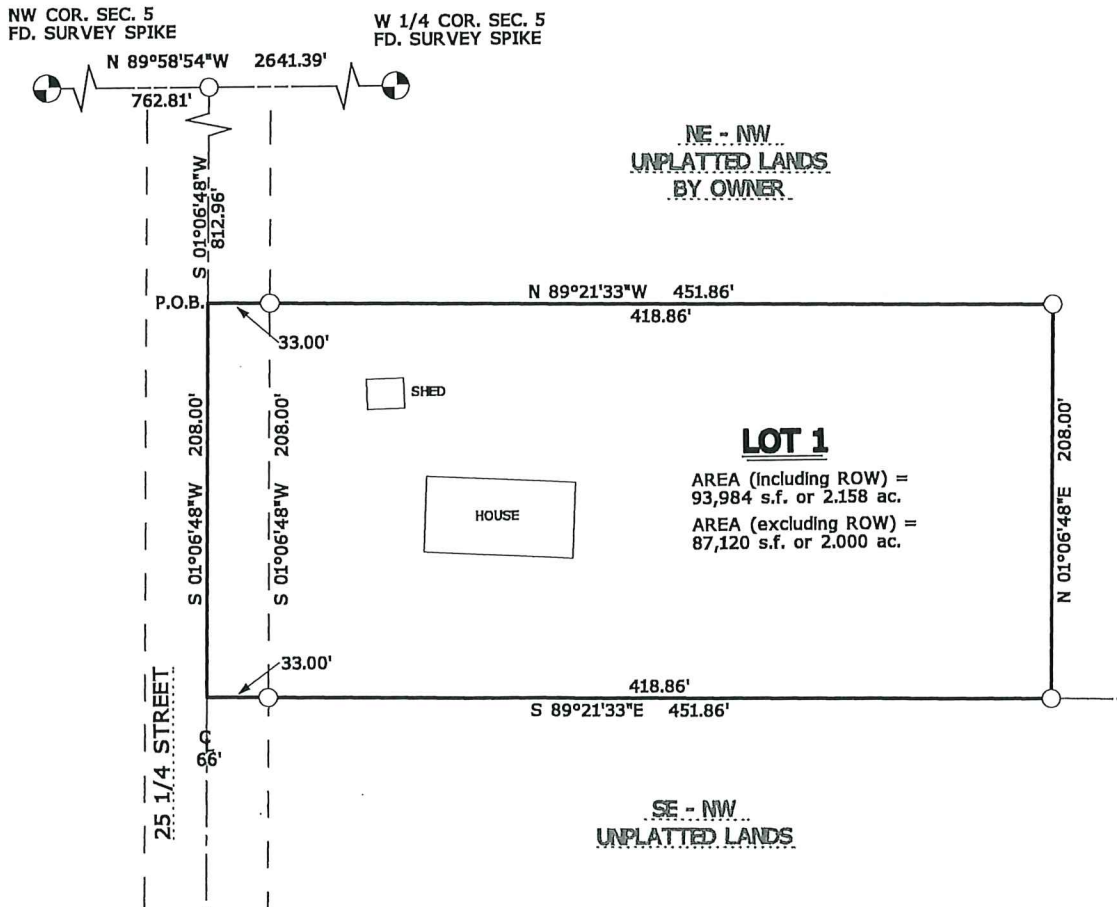
1. No title search performed by Shilts Land Surveying, LLC.
2. No utilities located for this survey. There may be above and under ground utilities on this site.
3. This survey may be subject to other easements, restrictions, reservations, and water laws that exist through unrecorded means or by record.
4. Completion date of fieldwork: 10/16/24

LEGEND

- 1" X 18" (OD) IRON PIPE WEIGHING 1.13 LBS. PER LF. - SET
- ⊙ GOVERNMENT CORNER - AS NOTED TIES VERIFIED
- (R.A.) "RECORDED AS" BEARING OR DISTANCE



BEARINGS REFERENCED TO THE NORTH LINE OF THE NW 1/4 OF SECTION 5, WHICH HAS A BARRON COUNTY GEODETIC GRID BEARING OF N 89°58'54"W.



PREPARED FOR:

DALE COLE
583 25 1/4 STREET
NEW AUBURN, WI 54757

SHEET 1 OF 2

SHILTS LAND SURVEYING, LLC
2092 15th AVENUE
CAMERON, WI 54822
TELEPHONE: 715-651-5476

BARRON COUNTY CERTIFIED SURVEY MAP

A PART OF THE NE 1/4 OF THE NW 1/4 OF SECTION 5, T. 32 N., R. 10 W., TOWN OF DOVRE, BARRON COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, Matthew R. Shilts, professional Wisconsin land surveyor, hereby certify:

That I have surveyed, divided and mapped a parcel of land which is a part of the NE 1/4 of the NW 1/4 of Section 5, T. 32 N., R. 10 W., Town of Dovre, Barron County, Wisconsin, more particularly described as follows:

Commencing at the Northwest corner of said Section 5;
thence N 89°58'54"W, 762.81 feet;
thence S 01°06'48"W, 812.96 feet to the Point of Beginning;

thence S 01°06'48"W, 208.00 feet;
thence S 89°21'33"E, 451.86 feet;
thence N 01°06'48"E, 208.00 feet;
thence N 89°21'33"W, 451.86 feet to the Point of Beginning.

Subject to a Town road right-of-way for 25 1/4 Street.

That I have made this survey, land division and map by the direction of Dale Cole.

That such plat is a correct representation of all of the exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of the Barron County Subdivision Ordinances and Chapter 236.34 of the Wisconsin Statutes and Chapter A-E 7 of Wisconsin Administrative Code in surveying, dividing and mapping the same.

Matthew R. Shilts S-2633

BARRON COUNTY ZONING APPROVAL

Resolved, that this land division is hereby approved by the Barron County Zoning Administrator on behalf of the Barron County Zoning Committee.

Zoning Administrator

Date

CITY OF CHETEK EXTRATERRITORIAL APPROVAL

Resolved, that this land division is hereby approved by the City of Chetek.

Mayor

Date

PREPARED FOR:

DALE COLE
583 25 1/4 STREET
NEW AUBURN, WI 54757

SHEET 2 OF 2

SHILTS LAND SURVEYING, LLC 2092 15th AVENUE
CAMERON, WI 54822
TELEPHONE 715-651-5476