

Minutes of the Hearing of the Plan Commission of the City of Chetek held on November 21, 2024 at 6:00p.m.

City of Chetek – Planning Commission Meeting Minutes – November 21,2024.

A regular meeting of the Planning Commission for the City of Chetek was called to order at 6:00pm on November 21, 2024 by Mayor Jeff Martin.

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

Also present was Mark Eby, Planning Commission Secretary, Building Inspector Joe Atwood, Gary Coulman, Steven Bant. Compliance with the open meeting law was verified.

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

1) Discussion/Action Approve or not approve a request from Steven Cole for a land division in the Extraterritorial Zoning.

Joe looked at the environmental assessment and everything looked good. This property is down on ss and is taking 2 acres out of the original 12.38 acres and making a 1 acre lot. Mark Etten made a motion to approve the Extraterritorial zoning for Steven Cole. Del 2nd. Carried

2) Discussion/Action: Review Conditional Use Permit for 251 Woodard Street-proposing an addition.

Stephen Bant was here for Chrismark Home. They are looking at putting on an addition for some things that are lacking, beds and some things that they need. This would be adding an addition to the south to add on more laundry common space and office. They have a lot of shared beds and thus would allow for single rooms. This is currently zoned residential. He currently has a conditional use. Joe said that since it is a conditional use property already that any additions would need to come to the planning commission for the approval. The conditional use would also stay with the property, if it ever were to be sold. Everything checks off on Joe's end. Thea asked when it became a conditional use home. Integra care sold it and they got the conditional use in 2019. They are looking at another 3,300 sq ft for the addition. They are not going to go into the 2nd part of the next acre which is right next to the current property. Del asked if it meets all the setbacks and Joe said that it does meet all the setbacks. Thea made a motion to approve the addition for 251 woodard and to continue with the conditional use. 2nd by Del. Carried.

3) Discussion/Possible Action: Review ordinance changes

Joe said that we are about halfway through the ordinance changes on our list.

Sec. 118-75. - R-1 Single-Family Residence District

Text addition:

(3) *Yard for accessory buildings.* Side and rear yard setbacks are three feet for all accessory buildings. **Except when fronting an alley (see Sec. 26-151).**

Sec. 118-76. - R-2 Two-Family Residence District.

Text addition:

(3) *Yard for accessory buildings.* Side and rear yard setbacks are three feet for all accessory buildings. **Except when fronting an alley (see Sec. 26-151).**

Sec. 118-77. - R-3 Multiple-Family Residence District.

Text addition:

(3) *Yard for accessory buildings.* Side and rear yard setbacks are three feet for all accessory buildings. **Except when fronting an alley (see Sec. 26-151).**

Joe said that he would like to update this section just the red part. This is to coincide with the garage ordinance that was passed. Thea makes a motion to accept the change to sec. 118-75, 118-76, & 118-77 to say Except when fronting an alley and recommend to council for passage. 2nd by Del. Carried.

Sec. 26-155. - Attached private garages.

Text addition and repeal:

(3) An attached private garage may have a door connecting directly into the principal building, provided that the door **has a minimum 20 minute fire rating.** ~~floor of such garage is at least eight inches below the floor of such principal building. Such door shall be a self-closing metal-clad door or solid wood door not less than 1 1/2 inches in thickness. A maximum 100 square inches of at least one-quarter inch stationary wire glass window may be permitted in such door.~~

Sec 26-155 there are some inconsistencies with the state building codes. That is all he eliminated and added the 20 min fire rating. The city has adopted the state code. Mark Etten makes a motion to approve the changes in sec. 26-155 to include a minimum 20 minute fire rating and deleting the rest. Also to recommend to the council for passage. 2nd by Thea. Carried.

Sec. 26-249. - Permit requirement.

Text addition:

No building of any kind shall be moved within or into the City and no new building or structure, or any part thereof, shall hereafter be erected, or ground broken for the same, or enlarged, altered, moved, demolished, razed or used within the City, except as herein provided, until a permit therefor shall first have been obtained by the owner, or his authorized agent, from the Building Inspector. The term "building" as used in this section includes any building or structure and any enlargement or alterations **to construction, HVAC, plumbing and electrical** ~~heating or ventilating~~ installations, moving or demolishing or anything affecting the fire hazards or safety of any building or structure.

Sec 26-249 Permit requirements Joe added to construct HVAC, plumbing and electrical for alterations. The Commission would like to work on this one at their next meeting to allow Joe time to be able to see what all would require a permit. This was tabled till the next planning commission meeting.

Motion to adjourn by Shawn Ayers 2nd by Mark Etten. Carried meeting adjourned at 6:22pm

Date of the next meeting tbd

Respectfully Submitted Mark Eby