

**Approved 1/12/2022**  
**PLAN COMMISSION MEETING**  
**WEDNESDAY, NOVEMBER 10, 2021**  
**5:30 P.M.**  
**FREEDOM TOWN HALL**  
**W2004 COUNTY RD S**

1. CALL TO ORDER, ROLL CALL, PLEDGE

Meeting called to order by Chairman Brandon Conrad at 5:30 p.m.

Commissioners present: Dan Reinke, Darin Tiedt, Henry McKenna, Mark Dollevoet, and Ron Mashlan, and Chris Evers.

Also present: Clerk/Treasurer Colleen and Jeff Kussow & Ken Jaworski, Cedar Corporation.

Pledge Recited

2. VERIFICATION OF POSTING & ADOPT AGENDA

Posted on the 2 Boards at the Freedom Town Hall and on the Town website on the 4<sup>th</sup> day of November 2021 at 2:00 p.m. by the Clerk's Office. Also posted at: Dairyland Depot, Freedom Mini Mart and Shop & Save Mart/ Halesi, LLC.

***Motion by Commissioner Reinke with second by Commissioner Dollevoet to approve the agenda as posted moving #7 after #4.***

***Vote: 7 Yes 0 No MC***

3. CONSIDERATION OF MINUTES FOR THE OCTOBER 13, 2021 MEETING

***Motion by Commissioner Tiedt with second by Commissioner McKenna to approve the minutes of the October 13, 2021, meeting.***

***Vote: 7 Yes 0 No MC***

4. CORRESPONDENCE: None

5. DISCUSSION AND POSSIBLE ACTION ON AMENDING THE TOWN COMPREHENSIVE PLAN FUTURE LAND USE MAP AND OFFICIAL MAP REGARDING FUTURE ROADS/STREETS

Brandon Conrad updated the Plan Commission on Town Board review comments regarding the proposed future roads mapping. Brandon stated that Town Board members were concerned with regulating future road locations and potentially causing issues with construction projects without consideration of the landowners' proposed or desired use of the property. Brandon stated that he explained to the Town Board that a plan for future roads and orderly development within the Town is needed. The Plan Commission reviewed the proposed future roads maps with Jeff Kussow, Cedar Corporation, and made revisions based on the comments received from the Town Board.

6. DISCUSSION AND POSSIBLE ACTION ON AMENDMENTS TO CHAPTERS 6, 10, AND 11 OF THE TOWN COMPREHENSIVE PLAN REGARDING CURB AND GUTTER INSTALLATION REQUIREMENT AND FUTURE LAND USE CATEGORY DESCRIPTIONS

Jeff Kussow, Cedar Corporation, presented draft amendments to Chapters 6, 10, and 11 of the Town Comprehensive Plan related to curb and gutter installation requirements and the Rural Character future land use category description. The Plan Commission

discussed the proposed amendments and recommended changes. Jeff Kussow will make the recommended changes for review at a future Plan Commission meeting.

7. DISCUSSION AND POSSIBLE ACTION ON UPDATING THE TOWN OPEN SPACE AND RECREATION PLAN

Jeff Kussow, Cedar Corporation, discussed the need for updating the Town's Open Space and Recreation Plan that was last updated by the Town of Freedom Plan Commission and Park Committee in 2008. Jeff Kussow informed the Plan Commission that the plan is required to be updated every 5 years in order for the plan to be eligible for funding and grant applications. Ken Jaworski, Cedar Corporation, commented that the Open Space and Recreation Plan is lacking what the park fee is supporting and developers need to know what they are paying for. Ken Jaworski explained that it is necessary when applying for grants to have an updated Town Open Space and Recreation Plan. Ken Jaworski explained that Cedar Corporation would need a directive from the Town to update the plan and recommended that the Town allocate \$5,000.00 to \$7,000.00 in the 2022 budget for updating the plan.

Brandon Conrad recommended requesting the Town Board to approve a joint Plan Commission and Park Committee meeting to discuss updating the plan.

8. DISCUSSION AND POSSIBLE ACTION ON UPDATING CHAPTER 18, SUBDIVISION ORDINANCE, AND CHAPTER 26, SITE PLAN ORDINANCE, OF THE TOWN MUNICIPAL CODE

Jeff Kussow, Cedar Corporation, discussed the need for ordinance amendments to the Town Site Plan Ordinance to better reflect standards imposed on recent development within the Town and Town desires for future development. Jeff Kussow also explained the need for ordinance amendments to the Town Subdivision Ordinance to reflect 2014 changes in State Statute regarding review and submittal processes for subdivision plats and to review the Rural Residential Checklist sections within the ordinance. The Plan Commission discussed and directed Jeff Kussow to provide a detailed list of ordinance sections that need to be updated and an approximation of the time and costs associated with the updates. Jeff Kussow will report back to the Plan Commission at a future meeting.

9. DISCUSSION AND POSSIBLE ACTION ON CREATING TOWN DRIVEWAY REQUIREMENTS

Jeff Kussow, Cedar Corporation, explained that the Town has driveway requirements for commercial and industrial developments, but does not have driveway requirements for residential driveways. Jeff Kussow explained that residential driveway requirements would typically include requirements for the total number of driveways permitted on a property, a minimum and maximum width of driveways and setbacks from property lines. The Plan Commission discussed and Chairman Brandon Conrad stated that residential driveways have not been an issue in the Town. The Plan Commission did not feel there was a problem with residential driveways at this time and determined that the Town did not need to move forward with drafting any residential driveway requirements.

10. OTHER PROJECT UPDATES/TIMELINES

- A. INDUSTRIAL PARK EXPANSION – Nothing new. Jeff Kussow, Cedar Corporation, stated that Cedar Corporation will research to see if ARPA or the federal Build Back Better Plan funding may be used to get the expansion started for people currently looking for industrial lots in the Town.

- B. SCHMIDT PROPERTY RESIDENTIAL DEVELOPMENT – Chairman Brandon reported that it is in the works. We will know more soon.
- C. OTHERS – Jeff Kussow, Cedar Corporation, reported that he may have a preliminary meeting being set up with the County for someone that wants to put a contractor's storage yard on their property.

11. BUILDING PERMITS – in packet

12. SANITARY DISTRICT REPORT – Chris Evers reported that the water tower painting has been completed and came under budget because of delays from AT&T. There was a an \$800.00 per day delay clause in the contract. Approximately \$20,000.00 was paid to the Sanitary District by AT&T and the contractor.

Chris Evers also reported the replacement of sewer on Highway 55 was going well.

13. FUTURE MEETING SCHEDULE – December 8, 2021

14. ADJOURN

***Motion by Comm. Dollevoet with second by Comm. Reinke to adjourn at 7:37 p.m.***

***Vote: 7 Yes 0 No MC***

Colleen M. Laha Clerk/Treasurer