

Approved 10/12/2022
PLAN COMMISSION MEETING MINUTES
FREEDOM TOWN HALL
W2004 COUNTY RD S
WEDNESDAY, SEPTEMBER 14, 2022
5:30 p.m.

1. CALL TO ORDER, ROLL CALL, PLEDGE –
Meeting called to order by Chairman Brandon Conrad at 5:30 p.m.
Commissioners present: Dan Reinke, Ron Mashlan, Henry McKenna and Mark Dollevoet.
Commissioner Chris Evers and Darin Tiedt excused.
Also Present: Jennifer Andersen, Deputy Clerk/Treasurer and Jeff Kussow with Cedar Corporation.
Chairman Brandon Conrad led in the Pledge of Allegiance.

2. VERIFICATION OF POSTING & ADOPT AGENDA –
Posted on the 2 Boards at the Freedom Town Hall and on the Town website on the 12th day of September, 2022 at 2:30 p.m. by the Clerk's Office. Also posted at: Dairyland Depot, Freedom Mini Mart and Shop & Save Mart/ Halesi, LLC.
Motion made by Commissioner Reinke with a second by Commissioner McKenna to approve the agenda.
Vote: 5 Yes 0 No Motion Carried

3. CONSIDERATION OF MINUTES FOR THE AUGUST 10, 2022 PLAN COMMISSION MEETING –
Motion by Commissioner Dollevoet with a second by Commissioner Reinke to approve the minutes from August 10, 2022 Meeting.
Vote: 5 Yes 0 No Motion Carried

4. CORRESPONDENCE:
Jeff Kussow, Cedar Corporation, provided the Commission an email from Terri Romitti, Freedom Sanitary District No. 1 Utility Administrator, dated September 14, 2022, and explained that the email will be discussed during Agenda Item 8A.

5. DISCUSSION ON POTENTIAL TOWN CODE AMENDMENTS; CHAPTER 26, SITE PLAN ORDINANCE, AND CHAPTER 18, SUBDIVISION ORDINANCE –
Jeff Kussow, Cedar Corporation, provided a staff report with recommendations for updating/amending Chapter 18, Subdivision Ordinance, and Chapter 26, Site Plan Ordinance. Commissioner Dollevoet asked how to update the ordinance to address regulations for personal storage establishments, so the Town does not run into the issues it did with the Schmidt Rd. property (PIN 090-0620-03). The Commission discussed potential amendments to address regulations for personal storage establishments, such as: “no personal storage establishments within 500-feet of a residential area” and “no storage units within the Sanitary District unless located in the Industrial zoning district”. Chairperson Conrad asked for a cost and time estimate for updating/amending the code chapters. Jeff Kussow stated the estimated cost is \$8,000 - \$10,000, which includes adding solar energy regulations, and that it would take several months to complete.
Motion made by Commissioner Dollevoet with a second by Commissioner McKenna to have a budgetary item added to the 2023 Town budget for updating the Town Subdivision Ordinance and Site Plan Ordinance.
Vote: 5 Yes 0 No Motion Carried

6. DISCUSSION ON SOLAR ENERGY ORDINANCE –
Jeff Kussow, Cedar Corporation, provided the Plan Commission a copy of the Wisconsin Solar Model Ordinance for the Town to review and consider adding solar energy regulations. Jeff Kussow summarized the model ordinance and recommended that solar energy regulations be included in the Town Site Plan Ordinance. The Plan Commission discussed solar energy regulations of the model ordinance.

7. PRELIMINARY REVIEW AND SCHEDULE PUBLIC HEARING FOR TOWN COMPREHENSIVE PLAN AMENDMENTS; CHAPTERS 6, 10, AND 11 REGARDING CURB/GUTTER CONSTRUCTION AND RURAL CHARACTER FUTURE LAND USE CATEGORY DESCRIPTION, AND FUTURE LAND USE MAP REGARDING FUTURE ROADS –
Jeff Kussow, Cedar Corporation, provided the Plan Commission with a copy of the proposed Town Comprehensive Plan Amendments. The Commission reviewed and discussed the proposed amendments, recommended minor revisions, and directed staff to schedule the Public Hearing for November 2, 2022 at 5:30 p.m.
8. OTHER PROJECT UPDATES/TIMELINES
- A. INDUSTRIAL PARK EXPANSION & PARKWAY LANE EXTENSION –
Jeff Kussow, Cedar Corporation, read the email from Terri Romitti, Freedom Sanitary District No. 1 Utility Administrator, dated September 14, 2022, regarding the proposed Parkway Lane extension, which stated:
- *The Sanitary District supports servicing the TJS Properties LLC contractor yard/storage establishment development on the property addressed N3732 UNI Dr. (PIN 090-0381-00) from Parkway Lane; and*
 - *Before proceeding with any more planning, the Sanitary District is waiting to hear if the Town is going to support putting in a dedicated roadway easement or if we would need to do service through a utility easement.*
- Jeff Kussow explained that the Sanitary District requesting the Town Board to make a decision as to whether or not the Town will pursue purchasing road right-of-way for the Parkway Ln. extension. Jeff Kussow stated that from a planning and area development perspective, he recommends that the Town pursue purchasing road right-of-way. Jeff Kussow explained that purchasing and developing the road right-of-way would help with expansion of the industrial park. TJS Properties LLC representatives were present and described their future plans development of their properties. The Plan Commission discussed pros and cons of purchasing road right-of-way.*
- Motion made by Commissioner Dollevoet with a second by Commissioner McKenna to recommend to the Town Board to pursue purchasing the right-of-way for extension of Parkway Ln. and establish a plan for Special Assessments for construction of the roadway.*
- Vote: 5 Yes 0 No Motion Carried*
- B. OTHERS –
None
9. BUILDING PERMITS –
Provided in Agenda Packets.
10. SANITARY DISTRICT REPORT –
No report.
11. FUTURE MEETING SCHEDULE –
Chairperson Conrad stated the next tentative meeting will be October 12, 2022 at 5:30 p.m. depending on planning needs for the Town.
12. ADJOURN –
Motion made by Commissioner Dollevoet with a second by Commissioner Mashlan to adjourn at 6:45 p.m.
Vote: 5 Yes 0 No Motion Carried

Respectfully submitted,

*Jennifer Andersen, Deputy Clerk/Treasurer
and
Jeff Kussow, Cedar Corporation*