

**TOWN OF BEAR CREEK
PLAN COMMISSION
MEETING MINUTES**

Date: Tuesday, October 26, 2021

Time: 6:30 p.m.

Place: Bear Creek Town Hall

Committee Members Present:

Ted Greenheck

Jeff Wright

Sheley Scallon

Joe Bauer

Travis Nachreiner

Others Present:

John W. Borntreger

Jerry (Jay) Troyer

Nelson Yoder

Domingo E. Leguizamon

1. Call to order: Ted Greenheck called the meeting to order at 6:30 p.m.
2. Verification of Notices: Sheley Scallon verified that all proper notices had been posted.
3. The meeting minutes from July 27, 2021 were read by Sheley Scallon. Jeff Wright made the motion to accept the minutes as written. Joe Bauer seconded the motion. Sheley Scallon will send the approved meeting minutes to the Town of Bear Creek Clerk, Sheila Carver.
4. Conditional Use Permit (CUP) CUP-24-2021 for John Borntreger at S7991A CTH G for a school.
 - a. John W. Borntreger and Jerry (Jay) Troyer provided information for the CUP request:
 - i. Jay Troyer is on the school board, and the school is on John W. Borntreger's property.
 - ii. This will be a temporary school, until a more suitable location can be found. They expect to be at this location for 2-3 years, then move out once a new, one-room school is constructed.
 - iii. The existing school was becoming crowded. This school has around 20 students, and the former school now has around 25 students. They prefer to have less than 30 students.
 - iv. The existing parlor has been remodeled. The exterior is the same. The floor has been leveled.
 - b. Ted Greenheck clarified that a school is not considered Ag use, so that is why a CUP is needed. If it was to be a permanent school, the land would need to be rezoned.
 - c. Travis Nachreiner stated that the CUP appears to match requirements of Sauk County's Land Use 7.153.
 - d. Sauk County Conservation, Planning, & Zoning (SCCPZ) recommends the following conditions:
 - i. Safety signage be added on CTH G. The Sauk County Highway Department will determine signage. Most likely "School Zone" signs.
 - ii. There shall be proper access to the property. The driveway shall be maintained.
 - iii. There shall not be any new structures or new uses without an expansion to this CUP.
 - iv. Portable toilets must be provided and maintained.
 - v. If not used for one year (as a school), the CUP will be revoked.
 - e. After no further discussion, Jeff Wright made the motion to recommend approval of this CUP with Sauk County's recommendations to the Town Board. This was seconded by Sheley Scallon. All in favor.
5. Certified Survey Map (CSM) for Peter Riopelle
 - a. Ted Greenheck stated that the purpose of this CSM is to create a lot for a future building in order to keep the building lot separate from the surrounding land for insurance purposes.
 - b. There is an existing easement to the neighbors' property. There will need to be a driveway maintenance agreement with Robert W. (Bob) and Martha (Marty) Gates.
 - c. This CSM is over 2 acres, exclusive of the right-of-way.
 - d. This is the first land division for this owner.
 - e. After no further discussion, Travis Nachreiner made the motion to recommend approval of this CUP with SCCPZ's recommended conditions to the Town Board. This was seconded by Jeff Wright. All in favor.

6. Open Board Discussion

- a. Ted Greenheck stated that the fee for any item being reviewed by the Plan Commission has been increased to \$300.00. This needs to be paid prior to being placed on the agenda.
- b. Ted Greenheck stated that Casandra Fowler, SCCPZ, said the census information will be available this year, but she won't be able to assist us in updating our Comprehensive Plan this year. It will be no cost to the Town of Bear Creek for the updated maps.
- c. The mobile home and abandoned vehicle is still on Marble Quarry Road.
- d. Dick Powell continues to make improvements on the property at the intersection of Marble Quarry Road and CTH G.

7. The meeting was moved to adjourn by Travis Nachreiner and seconded by Joe Bauer. Our next meeting will be on an as needed basis.

Respectfully submitted,
Sheley Scallon, Secretary