



"The Bluegill Capitol of Wisconsin"

The Village of Birchwood
Plan Commission Meeting was held on
Tuesday June 7th, 2022, at 5:00 pm at the Village Hall
101 N Main Street, Birchwood, WI 54817

MINUTES

Chairperson call meeting to order - Meeting will be recorded

Pledge of Allegiance -Recited

Roll call: Present: R. VanGilder, B. Boatman, M. Manning, and C. Gargulak-Absent: C. Barkley

Public Notice: Posted at the Birchwood Post Office, Village Hall, Gary's Grocery and Village Website.

Correspondence: Will be addressed during the meeting.

Discussion/Action Items

1. Current agenda:
 - a. Approve current agenda-Motion by Manning, 2nd by Boatman to approve. Carried 4-0
2. Conditional Use Application (Tax ID 29422, Parcel ID 65-106-2-37-10-25-5 15-576-750500, RESUBD LOT 15 BLOCK 36 LOT 10 L 10 CSM #2735 V 12 P 78 V 432 P 459)
 - a. Property owner, James Scheffler, requesting conditional use for seasonal camper's placement for summer use, 4 months. VanGilder discussed the procedure for a Conditional Use. Request was submitted in writing, Plan Commission to discuss and make recommendation to the Village Board within 60 days. VanGilder informed the Commission of the location of the property in question. Willy and Jason Robelia are interested in buying this property. They are interested in putting campers on the property for now and then build in approximately 8 years. They would put a crushed rock pad down to level and a silt fence down with a retaining wall to prevent erosion. VanGilder asked about the plans for water and sewer. Willy stated they would put in water and electric now and use plastic holding tanks for now. They would have it professionally pumped. One camper would be put there only for the summer months and stored at their home for the winter. The other camper would be transported back and forth. VanGilder asked for the information on the easement. There was a deed in 2001 that gave an easement to them for access. The question of the property being landlocked was discussed and it was determined that it is not landlocked -due to the easement. VanGilder stated they need a driveway permit. Willy stated they will apply for a fire number/address. VanGilder stated that the property is zoned G-1 Residential. Manning stated that to his knowledge campers are not allowed for more than 2 weeks on a residential lot. VanGilder stated that due to the ordinance, the camper's would need to be moved every 2 weeks for at least 24 hours. VanGilder also stated that if these conditions

The meeting is open to the public and is handicapped accessible.

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were met, they would not need to go through the Conditional Use process. VanGilder voiced concern about this setting a precedence that might encourage additional people to put campers on lots throughout the Village. Manning stated we will need to look into the ordinance to be sure. Willy asked if they needed a septic hooked up now. VanGilder stated that no, he could dump at another site, just like he would if he was at a campground. Willy asked about the silt fence placement and if we wanted it up the sides. VanGilder stated he would need an erosion plan and would need to follow that. Robelia asked if there was a dock limit and if he could go out 10 feet. Boatman said there is a state/DNR rule that he would need to follow. The current owner will need to take care of getting a driveway permit and application for an address. Willy asked about a refund for the Conditional Use fee. He will need to contact the office. VanGilder stated no motion is needed.

3. Vacation Application

- a. Birchwood School District requesting street vacation (vacating) to permanently close S Fuller St located between E Park Ave and E Birch Ave as no longer needed for public throughfare. VanGilder asked how they plan to block it off. It is not being used for driving at this time, just side parking. VanGilder said he felt Tucker and Ron should look at it to see what their thoughts are. Manning voiced concern over the loss of parking for the tennis court and skate park. Manning asked about possibly making part of it a parking area. Motion by VanGilder 2nd by Manning to approve vacating Fuller Street located between E Park Ave and E Birch Ave and leaving part of it open by the Skate Park for parking. Carried 4-0 VanGilder stated we will get it on the ballot.

4. Adjournment-Motion VanGilder by 2nd by Boatman to adjourn. Carried 4-0

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Village request persons requiring assistance to enable attendance and participation to provide at least 24-hour notice.

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