

Village of Waterford  
Plan Commission Official Minutes  
June 21, 2023  
Held in Village Hall

Chairman Houston called the meeting to order at 6:00 pm.

Commissioners present: Bob Nash, Bil Luth, Don Houston, Howard Bryant, Brent Hess, Diane Lemanczyk

Excused: Eric Halbur

Also present: Zeke Jackson, Rachel Ladewig, Eric from Neumann Homes, Alan Raguse

Public Appearance: Alan Raguse, of Janesville, WI, would like the approval to split Lynn Raguse's (mother) lot so he can build a home on the property. Alan submitted a CSM to split the lot and is asking the Village to section off 4.4 acres even though the minimum lot size is currently 20 Acres.

Minutes: Motion by Luth to approve the 4/19/23 Planning Commission Minutes. Second by Nash. All aye. Motion carried.

Motion by Luth, seconded by Nash to move to item #4 first. All aye. Motion carried.

4. Review of TIA, SWMP, Certified Survey Maps and Preliminary Infrastructure Plans for Trailside Landing (DeGrave Property). Eric from Neumann Homes was present to review the CSM submissions with the Village Board. Jackson pointed out that the Traffic Impact Analysis shows there are no additional traffic control measures needed other than an additional stop sign. Neither Staff nor Engineering anticipates any major traffic flow change on nearby roadways that would require additional lanes, or traffic lights, etc. The only potential issue with the split off of the various lots would be having an additional access to Lot 1. The Village will have an engineer review that potential need. There is enough room to create another access road onto Kramer if needed. This can be worked out in subsequent reviews if it is necessary to do so. Various other considerations will be looked at under future submissions. Motion by Nash, second by Luth to approve the Certified Survey Maps, Preliminary Infrastructure Plans and the Preliminary Subdivision Plat for the Trailside Landing Project. All aye. Motion carried.

Motion by Lemanczyk, second by Luth to move to item #2 next. All aye. Motion carried.

2 - Extraterritorial Plat Review - Raguse Property CSM located on STH 20 due West of the Village of Waterford. Jackson pointed out that the Commission can only reject the Extraterritorial Plat Review as it does not conform with our current code on Extraterritorial Plats within 2 miles from the Village. The Village passed Ordinance 688-050922 in 2022, stating minimum size for lots split within 2 miles of Village boundary lines is 20 acres, therefore the Commission does not have the ability to approve such a split in property. Houston motioned, seconded by Lemanczyk to deny the Extraterritorial Plat - Raguse Property CSM. All aye. Motion carried. Jackson stated they have the right to take it to the Board of Appeals if they desire. Jackson also pointed to the fact that the Village's existing ordinance, Section D of 235-40 says a previous agreement within a contingent municipality that has a boundary agreement with the Village, this ordinance does not apply. We were asked by the Town to submit points of a possible boundary agreement which were submitted last month and we are waiting to get a meeting on the calendar. This may remedy within the next couple of months. Houston is hopeful that with good relations with the Town we may be able to agree on a boundary agreement in the near future.

1 - PUBLIC HEARING on Sign Code Changes. No one was present to speak about the sign code. Nash motioned, second by Luth to close the public hearing at 6:14 pm. Review and discussion of staff draft of the discussed sign code amendments. The Commissioners requested staff make a few minor additional changes to the code. Houston requested that on Page 17 no. 8, we should insert terminology that "US Flags should meet the US Flag Code." Hess motioned, second by Bryant to approve the amendments to the Sign Code, including US flag change. Jackson also requested a change on page 17, election signs sq ft be amended to a maximum of 32 sq ft. (4x8 sheet). Motion to approve the amended Sign Code by Hess, second by Bryant to include the election sign change. All aye. Motion carried.

3 - Jackson provided an update on the MobCraft changes discussed at the Village Board meeting.

Motion by Bryant to adjourn at 6:20 pm, second by Hess. All aye. Motion carried.

Submitted by,  
Rachel Ladewig, Village Clerk