

TOWN OF DOVER

4110 South Beaumont Avenue Kansasville, WI 53139

Phone (262) 878-2200 Fax (262) 878-2595

www.townofdoverwi.com

Chairman Sam Stratton 262 206-4843	Supervisor #1 Mike Shenkenberg 262 661-9932	Supervisor #2 Jared Guillien 262 994-6975	Roads Dept DHD Maintenance Inc. 878-2200 Ext 12	Clerk/Treasurer Camille Gerou 878-2200 Ext 10	Municipal Judge Heather Niski 878-2200 Ext11
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JOINT DOVER TOWN BOARD AND PLAN COMMISSION MEETING MINUTES WEDNESDAY, DECEMBER 15, 2021 – 7:00 P.M. 4110 SOUTH BEAUMONT AVENUE (DOVER TOWN HALL) KANSASVILLE, WI 53139 RACINE COUNTY

- 1. Call to Order:** Chairman Sam Stratton called the Plan Commission Meeting to order at 7:00pm.
- 2. Pledge:** The Pledge of Allegiance was recited.
- 3. Roll Call:** Present: Chairman Sam Stratton and Supervisor #1 Mike Shenkenberg. Plan Commissioners: Bill Shenkenberg, David Dubiel, Michael Newholm, and Richard Goetsch. Building Inspector Ben Peters. Fire Department Johns Dahms. Stormwater President Karen Dubiel. Absent with notice: Supervisor #2 Jared Guillien Absent: Plan Commissioner Audrey Van Dyke
- 4. Review of Previous November 10, 2021, Plan Commission/Joint Town Board Meeting Minutes:** Richard Goetsch made the motion to accept the November 10th minutes with amendment, seconded by Michael Newholm. VOTE: 6/0 Motion carried.
- 5. Certified Survey Maps Final Approval/Parcel Division of 41.62 Acres on Mealy Road Parcel #00603200502000 Requested by Seth Fields:** Chairman Stratton stated that at the last meeting Mr. Fields was asking for five parcels. Seth Fields explained that he checked with the County and State and was informed that he could create two CMS's (certified survey maps). Since Mr. Fields could create two CSM's, he now is submitting a new plan with eight parcels (two CMS's with the maximum of four parcels each). Discussion occurred that previous conceptual approval was granted two meetings ago but since Mr. Fields has changed his plans, he is back at square one. Discussion occurred regarding where in the ordinances flag lots are discussed. Discussion occurred regarding the subdivision definition. Discussion occurred on Racine County's Ordinance stating that a split into four parcels could be completed now and in five years create another split to obtain the desired eight parcels. Discussion occurred if soil tests were required on each parcel before parcel division could be approved because depending on soil quality a mound might not fit in the specified parcel drawing. Mr. Fields stated that he could not make the January 2022 meeting but would like to be on the February 2022 agenda. David Dubiel stated that he would research and share with Mr. Fields the exact ordinance reference numbers regarding the topics discussed. Mr. Fields was asked to obtain in writing, documentation stating two four parcel csm's are allowed, instead of a subdivision, and without the five-year parcel division clause. Also confirm in writing that perk soil tests are not needed on each parcel before approval of the parcel division. No preliminary approval was granted.
- 6. Surveyor Erosion Plan and Curb Installation Project Update at 21021 Durand Avenue - John Fonk:** Mr. Fonk was waiting on Engineer Will Hein. The clerk explained that when she spoke with Mr. Hein, Mr. Hein conveyed that he felt that completing work for Mr. Fonk would be a conflict of interest. That if Mr. Hein is to serve as the Town's Engineer than an alternative engineer should be selected to complete the actual work. The clerk suggested that Mr. Fonk contact Mr. Hein for clarification. Mr. Fonk called stating that he would not have a plan completed by the meeting date but would like to appear on the January agenda.
- 7. Certified Survey Map Final Approval/Parcel Division 26530 Washington Avenue James & Jean Schaal:** Mr. Schaal explained his CSM parcel division. Richard Goetsch made the motion to recommend final approval of the parcel division, seconded by Michael Newholm. Vote 6/0 Bill yes, David yes, Michael yes, Richard yes, Mike yes, Sam yes. Mike Shenkenberg made a motion to accept the recommendation of the Plan Commission, seconded by Sam Stratton VOTE: 2/0 (Mike yes, Sam yes) Motion carried.
- 8. Informational: Maple Leaf Farms 24860 Washington Avenue Holding Tank Agreement/Easement:** The clerk stated that Maple Leaf Farms had submitted a holding tank agreement and copies were given to the Plan Commission.

9. **Public Comments:** Several residents of Casandra Court were present at the meeting and requested the town to pay the \$4,000 for shouldering. The subdivision owner had conveyed to the residents that due to road re-pavement cost over runs he couldn't afford to shoulder the road. After discussion, the board stated that they cannot cover the cost to shoulder a private road as it would set a precedence for future subdivisions. It was suggested that the Casandra Court residents hold a meeting and agree to split the \$4,000 bill equally if they want the road to be accepted.
10. **Shoreland Contract Review by Richard Goetsch for Mark/Jill Miller 24007 Oakwood Lane:** Mr. Goetsch stated that this is a standard demolition of an old home, the new home shouldn't change the elevation or stormwater flow.
11. **Building Inspectors Report for November 2021 by Inspector Ben Peters:** November 2021 monthly permit total was \$8,090.56, year-to-date total is \$73,599.88. Chairman Stratton stated the new owners of Baggers appeared at the December Town Board meeting and asked if all inspections were completed and permits paid. Ben stated that he would follow up with them but believes that there are outstanding inspections.
12. **Stormwater Commission Updates Presented by President Karen Dubiel:** Karen discussed the Union Grove Ordinance regarding disclosure of drainage tile locations on new CSM's. Karen will check on enforcement.
13. **Review/Approval of Dover's Chapter 16 Ordinance Enhancements/Table of Contents Presented by David Dubiel:** The clerk will upload the latest version of Chapter 16 onto Dover's website. Chapter 16 is still missing some documentation; both the clerk and David Dubiel will continue to search for alternative verbiage/diagrams. David stated that he will investigate adding additional verbiage on pencil lots for clarity.
14. **Motion to Enter into Closed Session Under Wisconsin State Statute 19.85(g) Concerning Legal Advice Related to Litigation. Estimated Time of Closed Session will be Approximately One-Half Hour.:** No closed session held.
15. **Motion to Enter into Open Session:** No closed session held.
16. **All Business of Closed Session:** No closed session held.
17. **Adjournment:** Motion to adjourn was made by Richard Goetsch at 8:51pm., seconded by Michael Newholm.
VOTE: 6/0 All were in favor. Motion carried.

Dated this 4th day of January 2021
Camille Gerou Clerk/Treasurer