

TOWN OF DOVER

4110 South Beaumont Avenue Kansasville, WI 53139

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

www.townofdooverwi.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

JOINT DOVER TOWN BOARD AND PLAN COMMISSION PUBLIC MEETING MINUTES WEDNESDAY, NOVEMBER 10, 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, Supervisor #1 Mike Shenkenberg, and Supervisor #2 Jared Guillien. Plan Commissioners: Audrey Van Dyke, Bill Shenkenberg, , Michael Newholm, and Richard Goetsch. Building Inspector Ben Peters. Fire Department Johns Dahms. Absent with prior notice: Plan Commissioner David Dubiel and Stormwater President Karen Dubiel.
4. **Review of Previous October 13, 2021, Plan Commission/Joint Town Board Meeting Minutes:** Richard Goetsch made the motion to accept the October 13th minutes as presented, seconded by Michael Newholm. VOTE: 6/0 Motion carried.
5. **Subdivision of 41.62 Acres on Mealy Road Parcel #00603200502000 Requested by Seth Fields:** Richard Goetsch stated that minor land divisions cannot have more than four divisions. Final submitted design now creates a tree flag lot. As stated at the last meeting, the deed would need to have a restriction stating no further division of the large lot in back. Seth stated that the bank is requiring the five-acre divisions and it would also provide open space between any future homes. The Plan Commission suggested that Mr. Fields consult a surveyor and check with the county. Dover's Plan Commission would like to see the surveyors CSM, certified survey map.
6. **Certified Survey Map (CSM) Approval for Clover Run Stables LLC 715 Cox Road:** The CSM was reviewed. Discussion took place regarding the neighbor's wetland concerns, road flooding in prior years, farmers drainage tile, and an overflowing pond. Mr. Palecek at 909 Cox Road discussed their concern with the potential drainage tile damage once this property is developed. It was stated the local farmer, Roundtree's, had made repairs to the field tile in the area already to assist with the ongoing drainage concerns. The Attorney, Andrew Raymonds, for Clover Run Stables stated that the DNR (Department of Natural Resources) had been consulted regarding the 2010 map on Racine County's GIS, (Geographic Information System) regarding any wet areas. A conservation expert hired by Clover Run Stables conducted a study of the area in 2021 which was submitted to the DNR and the DNR agreed to accept those updated findings. Dover's Building Inspector, Ben Peters, stated he was contacted by the DNR Conservation Warden regarding the fill that has been added to the property. The landowners stated that the clay fill was brought in for the future building base of the stall barn and driveway, not to fill in the wet area. A fill permit was then discussed. Nathan Burton at 915 Cox Road discussed the pond breach onto the 715 Cox Road property, stating that he felt the water is draining from the surrounding properties, naturally expanding the pond. All parties stated they would work together to mitigate the drainage water issues. After discussion, the Plan Commissioners stated they would like to see the DNR correspondence approving the 2021 study and also the updated CSM with delineations. Richard Goetsch made the motion to recommend approval of the CSM, seconded by Michael Newholm. Vote 6/0 Bill yes, Audrey yes, Michael yes, Richard yes, Mike yes, Sam yes. A motion was made by Mike Shenkenberg to accept the recommendation of the Plan Commission, seconded by Jared Guillien. VOTE: 3/0 (Jared yes, Mike yes, Sam yes) Motion carried. Discussion occurred that Chairman Stratton would be out of the area for final signature but Supervisor #1, Mike Shenkenberg, could sign the document in his absence.

7. **Add Level Parking Area to Commercial Property 21021 Durand Avenue Requested by John Fonk:** The Town of Dover's Engineer, Will Hein, did visit the site and provided a report. In Mr. Hein's report he recommends that Racine County Zoning be consulted for proper zoning of the parcel. Mr. Fonk stated that since Mr. Hein's visit the parcel has been surveyed with stakes if anyone would like to stop over. Discussion occurred that the driveway is very close to the property line. Discussion took place that a surveyor should create an erosion plan showing the pitch and flow of stormwater. Curb should then be placed to avoid flooding of the storage facility, based on the developed erosion plan. Mr. Fonk should contact Dover's Building Inspector, Ben Peter's, to complete the fill permit which has been added to date. Mr. Fonk should provide an update to the Plan Commission once he has completed the above steps before starting any other project endeavors.
8. **Road Acceptance Casandra Court:** Eighty percent occupancy of the subdivision has been achieved. Dover's engineer, Will Hein, did inspect the Casandra Road during re-construction this month. The road was milled to the subbase. The road is complete except for one foot of shoulder which still needs to be added. The contractor has stated that the shouldering will be completed before this winter. Richard Goetsch made the motion to recommend approval of road acceptance one day after the shouldering is completed, seconded by Michael Newholm. Vote 6/0 Bill yes, Audrey yes, Michael yes, Richard yes, Mike yes, Sam yes. A motion was made by Mike Shenkenberg to accept the recommendation of the Plan Commission, seconded by Jared Guillien. VOTE: 3/0 (Jared yes, Mike yes, Sam yes) Motion carried.
9. **Conditional Use for a Wedding Barn at 2200 S. Britton Road Requested by James Jorgenson:** Mr. Jorgenson stated that they are interested in converting their old barn into a wedding venue. He also stated that he has contacted Racine County already regarding the project rezoning. Plan Commission discussion took place that based on the age of the barn an engineer should be contacted first to verify if the building is structurally sound. Town Board discussion took place regarding that there are no more liquor licenses available, not even the reserve, if in the future that becomes a requirement. Richard Goetsch recommended conceptual approval, seconded by Michael Newholm. Vote 6/0 Bill yes, Audrey yes, Michael yes, Richard yes, Mike yes, Sam yes. A motion was made by Mike Shenkenberg to accept the recommendation of the Plan Commission, seconded by Jared Guillien. VOTE: 3/0 (Jared yes, Mike yes, Sam yes) Motion carried.
10. **Public Comments:** The board was questioned how to prove wetlands do exist. The board explained that the DNR handles wetlands issues. Recourse to prove wetlands exist would be to have a delineation completed and take pictures date and time stamped documenting the flooding concerns. It was also noted that there is a Town of Dover's Ordinance in place stating that you cannot push water onto neighboring property.
11. **Building Inspectors Report for October 2021 by Inspector Ben Peters:** October 2021 monthly permit total was \$2,204.00, year-to-date total is \$65,509.32. Discussion took place regarding 11/75 Bar and Eatery's engineer report for the deck which is now scheduled to be fixed. Discussion regarding Baggers Bar not pulling permits before work was started or inspected before projects completed occurred. The owner is blaming the contractors for not pulling permits. Various updates to the establishment have been documented on Facebook. One of the current owners of Baggers requested paperwork to transfer the liquor license as the establishment is being sold. Inspector Peters suggested that the liquor license transfer not be allowed until fines and inspections are completed. A certified letter was sent to the establishment by the Inspector asking for payment of the items that has been inspected to date. The Clerk was instructed by the Town Board to send a follow up certified letter with documented outstanding permits to date. Discussion took place that outstanding permit fines could be put on the tax roll if not paid in full. Inspector Peters stated he would make it a priority to get the remaining inspections completed.
12. **Stormwater Commission Updates Presented by President Karen Dubiel:** Karen emailed in a report.
13. **Review/Approval of Dover's Chapter 16 Ordinance Enhancements/Table of Contents:** David Dubiel provided an updated chapter via email.
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.:** Motion to adjourn was made by Jared Guillien to go into closed session at 8:25pm, seconded by Mike Shenkenberg.
15. **Motion to Enter into Open Session:** Motion to adjourn was made by Mike Shenkenberg to go into open session at 8:38pm, seconded by Jared Guillien.
16. **All Business of Closed Session:** Nothing to note.
17. **Adjournment:** Motion to adjourn was made by Jared Guillien at 8:39pm., seconded by Mike Shenkenberg.