

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, JUNE 15, 2022 – 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, Supervisor #2 Jared Guillien. Plan Commissioners: Bill Shenkenberg, David Dubiel, Michael Newholm, and Richard Goetsch. Fire Department John Dahms. Building Inspector Ben Peters. Stormwater President Karen Dubiel. Absent with prior notice: Plan Commissioner Audrey Van Dyke.
4. **Review of Previous May 11, 2022, Plan Commission/Joint Town Board Meeting Minutes:** Richard Goetsch made the motion to accept the May 11th minutes as presented, seconded by Michael Newholm. VOTE: 6/0 Motion carried.
5. **Approval of Certified Survey Map for Land Division at 306 South Raynor Avenue:** Joel Mutter explained there is 600 feet of frontage on Plank Road. County driveway access has yet to be obtained but will probably be in the center of the parcel. Drainage should not be an issue as its all primarily high ground; the back of the property drains to a waterway and has been farmed for the last three hundred years. Richard Goetsch made the motion to recommend approving the CSM Land Division, seconded by David Dubiel. 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 Jared Guillien. VOTE: 3/0 (Jared yes, Mike yes, Sam yes) Motion carried.
6. **Preliminary Approval for Land Division at 25620 County Line Road:** Jason Lawrence initially explained that he would like to divide the land into five parcels. The board explained that if he wants five parcels it would be defined as a subdivision, following subdivision design specifications. Chapter 16 of Dover's online ordinances explains the differences. Four divisions can be completed immediately and in five years another division completed. Discussion occurred on the lot sizes and frontage; noting that as a subdivision the lots would not be approved as considered pencil lots. Mr. Lawrence was asked to return to the Dover Plan Commission with a more detailed drawing/CSM (certified survey map) noting any updates to the division of land, locations of the potential houses, approved driveway access, shared driveways, wetland areas, accessory buildings, setbacks, etc. Perk tests should also be noted. Another thing to take into consideration is the driveway ordinance, watching for the length and width for firetruck access. Richard Goetsch made the motion to recommend preliminary approval of the land division based on the discussed items, seconded by Bill Shenkenberg. 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 Jared Guillien. VOTE: 3/0 (Jared yes, Mike yes, Sam yes) Motion carried.
7. **Bower Design Representing Szczebra Investments for Addition at 4353 Shianne Street:** Chris Bower, Bower Design, explained that C&M Trucking are interested in adding on to the West side of the existing industrial building in Evergreen Commerce Park. They will utilize the addition for clean storage, mainly for polishing equipment. Mr. Bower stated that he talked with Racine County regarding taking into consideration the fifty-foot set back. The parking configuration will not change, at this point the parking lot will remain gravel. Outdoor lighting, signage, drainage, and hours of operation will not change. Richard Goetsch made the motion to recommend approval of the addition, 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 Jared Guillien. VOTE: 3/0 (Jared yes, Mike yes, Sam yes) Motion carried.

8. **Commercial Property at 21021 Durand Avenue Update from John Funk:** The last meeting Mr. Fonk attended was November of 2021; minutes from that meeting were distributed. Mr. Fonk stated he received a quote from an engineer, but that engineer has not returned his calls. Mr. Fonk will search out a new engineer to complete the study, as requested back in November 2021. Topic tabled until next month.
9. **Shoreland Contract Review by Richard Goetsch for Paul and Kristen Volda 2615 Lakeshore Drive:** Richard Goetsch explained that he and Chairman Stratton reviewed the site together. Only potential issue is as you move further back on the lot there is a drop off towards the neighbor's properties. A berm or swale will be needed to keep storm water off the neighboring properties and out of their basements.
10. **Yearly Oath of Office (David Dubiel & Bill Shenkenberg) Administered by Chairman Stratton:** Chairman Stratton administered the oaths of office.
11. **Public Comments:** a) Mike Shenkenberg stated that he spoke with Steve Ament who was working on his land directly behind the town hall. Steve mentioned that in his opinion, the over salting of the town hall parking lot is affecting his crops. Mike stated that Dover may be willing to purchase some land that Steve feels was affected. Steve stated that an amount of land and dollar value should be discussed to determine if the sale would be possible. b) Discussion occurred regarding a lot line adjustment at 22570 Carlisle request. Sewer Superintendent, Jeff Bratz, sent a follow-up reply email stating that the initial property was a house and garage and now they want to split the property to be two houses and an empty lot. The clerk advised the owner's consulting firm not to proceed as research on sewer billing, permitting, and assessment would need to be addressed. The clerk informed the firm that if the owner wishes to proceed, they will need to come in front of the Plan Commission and provide the needed info to do so. c) Discussion took place regarding the flagpole falling on the town hall during high winds. Dale Kerkman from the Veterans Association stopped into the clerk's office and stated that they intend to have the whole flagpole reinstalled. They also are looking into having the monument repaired. The board discussed contributing towards the purchase or providing a commemorative plaque. The clerk should consult with Dale on what would be preferred. d) Attorney Christina Bass requested information on her client's behalf, Christina Sanders 2710 Beaumont Avenue. Ms. Bass discussed a new proposal to divide the property and was concerned with the 2:1 ratio. The Plan Commission, after reviewing the situation, agreed that a 3:1 ratio would be allowed and that she should proceed with having a revised CSM created. Once the CSM is created, they would have to reappear before the Plan Commission to present the revised project. e) Discussion occurred regarding Vandenboom Road ditch/road washing out ever since Mr. Hegeman completed a drainage project. The clerk will verify that the Superintendent of Roads has followed up on the situation. f) Michelle Vanek, Eagle Lake Community Association President discussed that the Association is interested in taking over the boat launch located on Jackson Street in Eagle Lake Manor. It is listed as a fire lane but according to the Kansasville Fire Department they have not, nor do they intend to use that location in the future for filling fire trucks/tankers. Michelle stated that their Association have been maintaining the location since the Community is the intended primary users of the canoe/kayak launch. Michelle also stated that the area is utilized for pulling ice shanties on and off the lake, but the all-terrain vehicles (atvs) have caused some shore damage which the Association intends to fix. After discussion, Michelle Vanak was asked to contact the Association's attorney to initiate the transfer.
12. **Building Inspectors Report for May 2022 by Inspector Ben Peters:** Ben Peters read the report: May 2022 monthly total was \$14,415.41. Monthly Valuation was \$23,829.69. Year to Date Valuation was \$2,703,693.00. Ben distributed a diagram of the house site at 2615 Lakeshore Drive questioning if the town engineer should be involved with drainage.. Richard Goetsch stated that the only concern he noted when visiting the site was with the neighbor on the west. Richard felt that if a swale was installed then there should be no issue.
13. **Stormwater Commission Updates by President Karen Dubiel:** Nothing to note.
14. **Review/Approval of Dover's Chapter 16 Ordinance Enhancements/Table of Contents Presented by David Dubiel:** Nothing to note.
15. **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 was held.
16. **Motion to Enter into Open Session:** No closed session was held.
17. **All Business of Closed Session:** Not applicable.
18. **Adjournment:** Motion to adjourn was made by Richard Goetsch at 7:55pm., seconded by Michael Newholm. VOTE: 7/0 All were in favor. Motion carried.

