Town of Poygan

Planning and Zoning Public Hearing and Meeting

Minutes, Wednesday, January 10, 2024 @ 7:00pm

Members present: John Meyerhofer, Ronnae Green, Randel Spear, Dennis Hohol, Susan Schwartz

Other attendees: Mary & Jeff Bradley, Brian McHugh

1. **Call to Order**
   The meeting was called to order at 7:02pm by Dennis Hohol. A quorum of members was present.

2. **Minutes**
   Minutes of the September 13, 2023 meeting were read by Members. A motion to Approve the 9/13/23 Minutes was made by Dennis Hohol, seconded by Ronnae Green Motion carried.

   Minutes of the October 11, 2023 meeting were read by Members. A motion to Approve the 10/11/23 Minutes with a modification from "He found 10 properties and another person had indicated they found another 10 for a total of 20" to "He found 10 properties and another person had indicated they found another 10 for a possible total of 20" by Dennis Hohol, seconded by Susan Schwartz. Motion carried.

3. **Workshop to discuss possible event barn at the Mary & Jeff Bradley property located at 7790 Oak Hill Road, Omro, Wisconsin, was held.**

   The Bradley's have farmed at this location for 32 years, purchasing from Mary's parents. A 1988 bar fire destroyed the entire structure. A new barn was erected along with SpanCrete between lower and upper barn. Barn is 124' x 36' with a 15' x 30' deck.

   The Bradley's contemplate events such as: birthday parties, bridal/wedding showers, graduation parties, meetings, gatherings of vendor for shopping events, Go Gray in May fundraising, weddings, 4H, FFA, etc. There is no running water upstairs at the present time, no restrooms. There is a bar that was constructed on the upper level. The Bradley's would want to remodel to include 2 restrooms with 2 stalls each, with running water. There is a septic system in place at the facility. They do not plan on having a kitchen, any food served would be brought in by the renting party. Believe the facility could hold 300 guests. If more restrooms were required, port-a-potties would be rented. A handicap ramp would be constructed to the upper level. There is sufficient parking around the facility and adjoining space. As there is no heat present, rental of the facility would be between April →November.

   The Bradley's are looking for assistance in finding out all necessary permits/facility improvements needed/licenses, etc. before beginning the process of getting a Conditional Use Permit.
   Beer/wine/alcohol possibilities and associated rules/licenses/regulations?
   # of events per year allowed?
   # of events per year allowed with Beer/wine/alcohol?
   Bartending requirements?
   Tax IDs?
   Deck/facility inspections and timings required?
   Fire Department involvement?
   Exit doors/signage required?
   Noise considerations?
   Event timing (week day vs. weekend) limits?

Insurance requirements?
Marketing/Signage limitations?

Susan Schwartz will provide the Bradley's some contact information for the County/State. The Bradley's will do some work and possibly request another meeting to present their findings and ask for Zoning Board next steps should they wish to continue.

4. **Upcoming Meetings:**
    - Poygan Town Board Meeting, Wednesday, January 17, 2024 @ 7:00pm
    - Planning and Zoning Meeting, Wednesday, February 14, 2024 @ 7:00pm if there is an agenda

5. **Adjourn**

Motion by Dennis Hohol, seconded by Ronnae Green to adjourn the meeting at 8:02pm. Motion carried.