

## MEMO

Date: September 8, 2015  
To: Alexandria Town Board  
From: Ben Oleson, Hometown Planning  
Zoning Administrator, Alexandria Township  
Re: Zoning Administrator's Report

Dear Town Board Members:

The Planning Commission held its regular meeting on August 24, 2015. There was one public hearing, for which the Planning Commission is passing on their recommendations to the Town Board.

Attachments, drawings and photos related to the applications are available at: [www.hometownplanning.com](http://www.hometownplanning.com). Public comments (if any) are also at the same location.

### PUBLIC HEARING #1

**Application:** Preliminary Plat and Conditional Use for a Rural Reserve Development known as "RC Farm"

**Applicant:** Gary Hills

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#### Background Information:

- Proposal:** The preliminary plat and conditional use permit is to allow a three-lot residential subdivision of an approximate 40 acre parcel of land located at 6000 and 6116 S. Lake Jessie Road. No new roads would be constructed and access to the lots would be from S. Lake Jessie Road. Two of the proposed lots would contain existing dwellings. The third lot would encompass an open field and some wooded land through which drainage occurs. The proposed lots would be approximately 9 acres (Lot 1), 5.52 acres (Lot 2) and 24 acres (Lot 3) in size. Lot widths would all exceed the minimum required of 100 feet.
- Location:**
  - o Property Address: 6000 and 6116 S. Lake Jessie Road
  - o Legal Description: NW4 SE4. AC 40
  - o Section-Township-Range: 35-128-37
  - o Parcel Number(s): 03-2192-000
- Zoning:** Rural Conservation Residential (RCR)

- **Lot size:** Approx. 40 acres. The proposed lots would be approximately 9 acres (Lot 1), 5.52 acres (Lot 2) and 24 acres (Lot 3) in size. A 33 ft strip of land on the north edge would be dedicated as public road.

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**Town Board Direction:** The Town Board can accept the recommendation of the Planning Commission, render a modified decision on the application, or send the request back to the Planning Commission for further review if additional information is needed. If the decision is for approval or denial, findings of fact should be cited.

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**Planning Commission Action:** The Planning Commission has unanimously recommended approval of the proposed preliminary plat without any specific conditions of an approval outside of what is normally required of preliminary plats before they can be brought to final plat.

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**Recommended Findings:** The Planning Commission recommends the following findings of fact in support of its recommendation:

1. **Coordination with existing nearby development:** The proposed development would be well coordinated with surrounding development as it would not represent a significant change from what has existed for several decades, except that the two existing homes would each be on their own lot and one additional lot would be created that could be sold for continued farming or other approved uses (i.e. hunting, one residential dwelling, etc...)
2. **Consistent with Comprehensive plan.** See #6 above in the findings related to the conditional use application.
3. **Land/soil suitability.** The proposed land use of the property would not change from what it has been for the last several decades. The soils appear suitable for development and uses that area allowed by ordinance.
4. **Agriculturally Important Lands.** The land is a mix of residential and agricultural in nature. The agricultural lands are all contained on the largest lot proposed (Lot 3 - 24 acres) and would be adequately preserved.
5. **Conformance to Applicable Rules and Regulations.** See #8 above in the findings related to the conditional use application.
6. **Self-Imposed Restrictions.** The applicant has not submitted any self-imposed restrictions or covenants.
7. **Adequate Public Facilities.** The properties would be served with private sewer and water. Electrical and other utilities are in the area.
8. **Debris and Waste.** The applicant does not propose to use any area within the development to bury debris or waste.
9. **Access.** All of the proposed lots have more than the required minimum amount of access to the existing public right-of-way.

10. **Lot Arrangement.** All lots are arranged in accordance with ordinance requirements.
11. **Sewage Disposal.** All lots are already served, or would be served, with private sewer systems. Staff is awaiting a letter from the licensed sewer designer hired by the applicant to show that there are two sewerable sites on each of the proposed lots.
12. **Water.** Each of the proposed lots are already served, or would be served, by private wells.
13. **Grading, Drainage and Stormwater Facilities.** There are not any drainage or stormwater facilities planned for the development. No additional land disturbance is expected for this subdivision request.
14. **Highways, Streets, and Alleys.** There are not any proposed streets for the development.
15. **Trails and Sidewalks.** The applicant is not proposing to construct any public trails or sidewalks through this development.
16. **Utilities.** There are existing electrical utilities available to the site.
17. **Natural, Unique or Sensitive Features.** Much of the proposed development is covered with trees or is productive agricultural land. There are also wetlands and drainage through the south portion of the property. No impact on these areas is expected as a result of the subdivision, unless a future owner decided they wanted to clear or alter these areas which would be subject to limitations in the ordinance and other applicable laws.

**OTHER ITEMS**

- The Planning Commission discussed the new state law regarding the requirement for vegetative buffers along public waters.
- The Planning Commission briefly discussed the issue of pervious pavers – again noting that Staff’s communication with the DNR indicated that pervious pavers could not be given credit for being partially pervious if it would result in more than 25% impervious coverage on a lot.
- The Planning Commission discussed the issue of discussing policies regarding when the Township would take over roads in recently approved subdivisions. The focus of the discussion was how to protect the Township and its taxpayers for situations where a subdivision ends up sitting “empty” for many years with no development and the associated property tax revenue coming in to cover the costs of road maintenance the Township may be doing in those subdivisions.

The Commission recommended that the Township’s Transportation Committee take up that issue and develop a recommendation.

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If you have questions or concerns on the items in this report or any other issues, please do not hesitate to contact us. You can reach me by email at [oleson@hometownplanning.com](mailto:oleson@hometownplanning.com) or by phone at 888-439-9793.

Sincerely,

HOMETOWN PLANNING

A handwritten signature in black ink, appearing to read 'Ben Oleson', with a stylized flourish at the end.

Ben Oleson  
Planning and Zoning Administrator

