

**TOWN OF PLYMOUTH, ROCK COUNTY
PLANNING AND ZONING COMMITTEE**
September 28, 2021

Committee Members Present: Joe Endrizzi, Emily Johnson, Bill Redmer, and Lee Schroeder

Committee Members Absent: Bill Zimney

Others present: Town Clerk Susan Douglas and No members of the public.

Notice of the meeting was properly posted September 25, 2021.

The meeting was called to order by Joe Endrizzi at 7:05 pm at the Plymouth Town Hall. The Pledge of Allegiance followed.

Approval of Agenda: Moved by Lee Schroeder, seconded by Emily Johnson to approve the agenda as presented. Motion carried on a 4-0 voice vote.

Approval of the Minutes from August 31, 2021: Moved by Lee Schroeder, seconded by Bill Redmer to approve the minutes as presented. Motion carried on a 4-0 voice vote.

Citizen Participation, Communications, and Announcements:

Lee Schroeder stated that the condition of Richard Ziltener's property in Hanover was bad again and filled with debris, junk, and vehicles. Joe Endrizzi stated the Town Board addressed the issue at its September 14, 2021 meeting.

Joe Endrizzi explained the process and documentation he was using when issuing a zoning permit.

Discussion and Possible Action

- a. **Follow-up on Fire Damaged House at 4938 S. Carver Road:** Joe Endrizzi stated Tim and Danielle Burchfield, owners of the property at 4938 S. Carver Rd, attended the September 12, 2021 Town Board Meeting and gave an update on their progress repairing their house. They stated they received the building permit and the mortgage was approved. Tim Burchfield stated the van was licensed. Zoning Ordinance only addresses the parking of a RV on the property so the Committee will wait on this ordinance violation while the Town Board is working on the other issues with the property.
- b. **Developing a Policy Regarding Services Offered by Rock County Planning Agency:** Discussion was heard on what services to ask Rock County Planning Agency to provide for Town of Plymouth. Suggestions were to review any Rezone application when first received by the Town Clerk; to review any unique or complicated Conditional Use application; to handle any Commercial Zoning Permit. Committee members were asked to review the MOA with the County before next month's meeting.
- c. **Annual Review of Active Conditional Use Permits:** Per Zoning Ordinance Section 5.3 (2), Approved Active Conditional Use Permits shall be reviewed annually. Conditional Use Permits are revocable by majority vote of the Committee if the conditional use permit is not actively used for a period of one year, conditions of the approval are not being met, there are violations of the Zoning Ordinance, or the conditional use is expanded without Committee approval. Planning and Zoning Committee policy states the annual review

begins in August. Last year, the annual review wasn't completed due to COVID-19. The following Conditional Use Permits were approved to continue:

Joseph Wellnitz – trailer for farm worker – 3150 N Orfordville-Hanover Rd. Moved by Lee Schroeder, seconded by Emily Johnson. Motion carried on a 4-0 voice vote.

Deborah Philipps – 2 horses on Rural Residential – 8637 State Hwy 11 W. Moved by Lee Schroeder, seconded by Emily Johnson. Motion carried on a 4-0 voice vote.

The following will be reviewed next month.

Philip & Betty Francis – Excess Ungual Animals – 7635 W State Hwy 11. Bill Redmer stated he would visit them and check on how many animals are on the parcel.

Donald Bishop – 2 Bed Adult Family Home – 6327 S Kettle Rd. Sue Douglas stated she would send him a letter to verify if he still is using his home in this manner.

d. **Review Zoning Ordinance-Sections Six and Seven:** Postponed until next month's meeting.

Adjournment: Moved by Emily Johnson, seconded by Lee Schroeder to adjourn the meeting at 8:25 pm. Motion carried on a 4-0 voice vote.

Susan Douglas, Town Clerk
Town of Plymouth, Rock County, Wisconsin