

MINUTES

TOWN OF HULL PLAN COMMISSION

SEPTEMBER 15, 2020 – 6:00PM
4550 WOJCIK MEMORIAL DR.
STEVENS POINT, WI 54482

1. Call the meeting to order: The Town of Hull Plan Commission meeting was called to order by Chairperson, John Holdridge on September 15, 2020 at 6:00pm at the Town of Hull Municipal Building, 4550 Wojcik Memorial Dr. Stevens Point, WI 54482

Present: Jan Way, Paul Kubowski, Bob Bowen, Joselyn Reid, Pete Kaminski, Bob Enright (via phone) and Barb Brilowski, Deputy Clerk. Excused: Dennis Ferriter

Others Present: Chris Mrdutt-P.C. Planning & Zoning, Dave Wilz, Kyle Kluck, Eugene Kluck, Faye Wojtalewicz, Bryan Radlinger, Heather Huebner & Steve Menzel

2. Approval of minutes – January 30, 2020: Bob Bowen made a motion to approve the minutes. Paul Kubowski seconded. Motion approved unanimously by voice vote.
3. Citizens wishing to address the Commission on non-agenda items. Agenda items are for discussion and possible action.

- Brian Radlinger – New citizen on Deer Lane.

What we have noticed on Deer Lane is the (1) speed is too high and (2) I do not think they observe the load limits.

The weight limits were explained and the speed limit was brought to the attention of the Hull Road Foreman to pursue.

- Bob Bowen – There is interest in reviving the proposal for replacement of the south ramps on County Road X. We did this in 2011 and presented it to Governor Walker. There has been a turnover at the DOT. The objective is not to get it done tomorrow but get it on their project list. This would make a huge difference in the northwestern part of Hull and the Town of Dewey. This will be on the Portage County Highway Committee agenda next month. We are going to revive it again and see what happens. Also, the DOT has a survey out there to get input from citizens on highway projects to determine how the DOT is doing. You can go to their website and find the “20/50 project.” This would be a good time to voice your interest and concerns.

4. Announcements: Chairperson and Plan Commission Members: None
5. Plan Commission Ordinance & Authority: One of the key parts of our organization has been citizen involvement. One of the things we should probably change is the planning and zoning changes that have come before the Town Board, A good example is subdivision development. Any land use change usually comes to the Plan Commission but the ultimate decision comes before the Hull Board of Supervisors. The Plan Commission is advisory to the Hull Town Board.

Bob Enright: This might be a good time to determine what other things the Plan Commission should be doing. Most of this is based upon the Plan Commission being tied the comprehensive plan. The ordinance does not refer to what you would like Hull to look like in the future and what after almost two decades of the Plan Commission being in existence, what have we seen that has been crucial issues that has faced the Town? I would at some point like to identify what those are as a blueprint or a statement of direction to determine how the Plan Commission could serve the Town better. For instance, what is our relationship with other municipalities such as the City of Stevens Point and how can we improve the future of the Town by thinking about what that relationship really should be?

Holdridge: The comprehensive plans deals mainly with land use but obviously planning at this level has many other facets to it.

Way: I make a motion to accept this report.

Bowen: Second.

Motion carried by voice vote.

9. Plan Commission Term: Bob Bowen and Dennis Ferriter – term expired on April 30, 2020:

John Holdridge, Chairperson administered the Oath of Office to Bob Bowen (Dennis Ferriter is absent). Bob's commission will expire May, 2023.

6. Kyle Kluck, owner of 22.32 acres on Jordan Road. Development of a ten (10) acres lot subdivision:

Chris Mrdutt: Request from Kyle Kluck to develop 22+ acre parcel near his shop on Hwy. 66 and about ¼ mile west of County Y on Jordan Road.

- What would be the appropriate number of lots but still follow ordinances such as the Wellhead Protection Ordinance? Look for two-acre lot densities. There is an option in the ordinance to create a smaller lot size, less than two acres as long as you are

dedicating an open space or an out lot. When you have two-acre lots, you are able to distance septic systems. If you have smaller lots with the out lot around it, you are getting the best of both worlds. The R2 single zoning district favors smaller developments. In the future, if water hookup or municipal sewage lines would be warranted, smaller lots makes it more feasible.

When you are creating a subdivision, there are three steps. 1. Sketch plat 2. Revised sketch plat 3. Final plat.

The approval process anticipated for the creation of this subdivision should follow the following steps:

- Sketch Plat review and comments by County Staff.
- Town of Hull sketch/preliminary plat review process.
- City of Stevens Point sketch/preliminary plat review process.
- Obtain variance from the Portage County Board of Adjustment to create lots under 2 acres.
- Revise Sketch as needed based on above comment and submit Preliminary Plat application per 7.4.7.2 of the Portage County Subdivision Ordinance for review and approval by the Planning and Zoning Committee.
 - Submit Storm water Management and Construction Site Erosion Plan per 7.4.6.4 of the Portage County Subdivision Ordinance to be reviewed and approved by Portage County Planning & Zoning Department Staff.
- Final Plat application and approval per 7.4.7.3 of the Portage County Subdivision Ordinance by County Staff.
 - Signatures and development agreements from the Town of Hull.
 - Final plat signatures from the City of Stevens Point.

Bob Bowen: Are there any requirements on the location of the septic systems and the well?

C. Mrdutt: There is state code that requires separation. Wells need to be 50 feet from drain fields and 25 feet from septic tanks.

Kyle Kluck: I would be suggesting that wells be put in the front and septic tanks in the back.

Faye Wojtalewicz – 5560 Jordan Rd.: I do like the idea of the buffer for the noise and also it will look nice. My questions are:

1. In October 2017, we received notification from the Town of Hull in regards to the City of Stevens Point and the Town of Hull entering into an agreement that address the effects of Municipal Well #11 to private drinking wells. With the proposal of the new subdivision whether the City has been involved in the development as it relates to private drinking wells and the surrounding area. Will it impact our water levels or quality?
2. Will our roadway be impacted as far as having to expand Jordan Road?

Chris Mrdutt: This subdivision is in their extra territorial review. City will need to approve the layout of the subdivision. They do have a say in the process. When it comes to Well #11 or any of the ground water in this area – the groundwater moves from the

northwest to the southeast. It is flowing into the river. The impact for wells would be no different than your typical residential home. There will not be a municipal impact from Well #11 in this area.

Holdridge: Pete (Kaminski): Any comment on the road layout?

Kaminski: I do not see any reason to expand the road for potentially ten (10) homes.

Dave Wilz: We do have a well agreement with Stevens Point because of the potential litigation we had going on due to Well #11. We have a document that looks forward, not backwards. Moving forward, Stevens Point has agreed they will maintain a certain static level. The cone of depression is already down. If they increase their need in the future by certain amounts and it has the same effect, we have a solution in place on how they will replace wells at that point. So, there is a protocol and solution in place for the future. Where this subdivision is located in relation to where there were previous Well 11 issues, is really a non-issue. So we should be in good shape for all of our citizens living in this general area.

Chris Mrdutt: Jordan Bar, being a commercial establishment is near this subdivision. The water is periodically tested so there is always a baseline for nitrogen, coliform, etc.

Holdridge: Could you explain the vegetative berm?

Kyle Kluck: I did a 5-foot high berm along the back property line. I plan to plant trees to make a buffer between the commercial properties, Jordan Bar and the Kluck shop and the residential properties.

Bob Bowen: How much of the existing vegetation is going to survive? Will you be clear-cutting?

Kyle Kluck: 100% right now. The vegetation is on the backside of the property so it will not be touched.

Bryan Radlinger: I like the outlots. I do think there is going to be a greater demand for traffic usage on Deer Lane. Logistically, people will quickly want to get on to the main thoroughfare (State Hwy. 66). That is concern we will have, greater traffic.

Bob Enright: In Chris's memo, it indicated that the Town of Hull comprehensive plan does not have a provision for the open space design. It looked like Chris was drawing a connection between the comprehensive plan does not have anything and the need for the variance from the Board of Adjustment. If the Town had an open space design in the comprehensive plan, would it still need to get a variance from the Board of Adjustment?

Chris Mrdutt: The answer should be "NO" but unfortunately the way the Open Space Design is currently written there are some problematic sections from an enforcement and utilization side of things. It has not been readily used. It has probably only been effectively used 2-3 times since its creation. It was created in Portage County and driven by members previously in the Land Conservation section. Some of the language does not

make it practical and very user friendly or enforcement friendly from the county side of things. The variance option is more from the wellhead ordinance. I believe the Towns of Dewey and Stockton have a section in their comp plans that describe Open Space. If it was tied to our specific Open Space Design option ordinance, there is some fixing that needs to be done. There has currently not been a need to that.

Bob Enright: I am wondering about the enforcement provisions for keeping an Open Space. If the Town does not have enforcement powers, will it always remain Open Space? For example, if there were a time when utilities would be extended into this subdivision, could the Open Space be abandoned?

Chris Mrdutt: The only way that could happen is if on the Final Plat, that area is described as an Outlot. Portage County describes an Outlot as something that is not a buildable lot. As long as it would remain that way, that space would be dedicated for utilities to be left in Green Space and because there is a variance that would also support that, as long as it is under Portage County Zoning and in the Town of Hull it would remain that way. Utilities in the future and if that area is not in the Town of Hull, I cannot speak to that.

Bob Enright: If that subdivision would be in the City of Stevens Point, they would have jurisdiction, not the Town of Hull or Portage County in regards to the agreement in place now.

Chris Mrdutt: Correct!

Bob Enright: If utilities were extended to this area without annexation, it would still be in and under the Town of Hull and Portage County.

Chris Mrdutt: Yes! It would still be an undeveloped Outlot.

Bob Enright: Who has access to this open space? Does the public have access?

Chris Mrdutt: Each of the ten (10) lots has 1/10 ownership of the outlots. The owners can walk around the outlot but not cut across on someone's private yard.

Bob Enright: Will there be a homeowner's association? Who is responsible for the outlot maintenance if there is any? Who would be paying for anything that is collectively owned?

Kyle Kluck: Everyone in the subdivision would be a part of the maintenance cost.

Bob Enright: If I owned an ATV, could I drive my ATV on the outlots because I am part owner?

Kyle Kluck: As the developer, I would be against that. If you have a couple of kids racing around in the backyard, it will only open a can of worms. Motor vehicles will not be allowed on the outlots. If someone needed to cut down some trees and needed to take a tractor back there, the subdivision would need to be in agreement that the trees needed to be cut.

Bryan Radlinger: Is it possible that landowners on Deer Lane would have use of the outlot as well?

Kyle Kluck: I would have to consider that but my first answer would be NO because it is part of the owners two acres.

Jan Way: There could be an issue when someone lets their dog out in the open area and does not clean up after them. I could see that becoming an issue.

Kyle Kluck: We could go back to the leash law or put terminology in the covenant about pets.

John Holdridge: Chris, anything else?

Chris Mrdutt: I just want the Town to know there are two things we are looking at. First, the merits of the variance and the creation of the subdivision. I want you to understand this so when recommendations are made to the Board of Adjustment, you indicate any conditions if any you want to address. One of the things Portage County is looking at is the outlots are going to be utilized for storm water. We are looking at the outlots remaining in a natural vegetative state. Also, any recommendations you would have to the Planning and Zoning Committee.

Pete Kaminski: How deep will the ditches be?

Kyle Kluck: They are not designed yet by our intentions would be to possible using the easement that runs out to the road. Just guessing they will be a foot or two deep.

Bob Bowen: Is the berm there as a visual and/or noise barrier?

Kyle Kluck: Visual and sound.

Bob Bowen: Five feet will not do much on sound.

Kyle Kluck: Right, but it will give us a start on the trees. I would like to get some spruce trees planted which eventually will create a thick barrier.

Bob Enright: If I understand this correctly, Chris's memo indicates there is an inconsistency in our land use map and our zoning. In the land use plan, we have it as rural residential, which requires the 2-acre lot minimum. In zoning, it is R2. R2 allows ½-acre lots. Is this correct?

Chris Mrdutt: R2, single family zoning district allows a 20,000 sq. ft. lot, however the other thing in play is the wellhead district, which dictates the two (2) acres.

Bob Enright: It seems our comprehensive plan is filled with inconsistencies because almost all of the land that is in our map that is for residential is called rural residential but the zoning is R2 which caused an issue when viewing the previous proposal from Kyle Kluck because of the size of the lots that were permissible according to our own zoning laws. If this is true, we really should clean up that inconsistency because this could come

up with future subdivisions. It does not have a bearing on passing this but does raise questions we should not have to answer.

Chris Mrdutt: I would agree but I would take it one-step further. Earlier, the comp plan was talked about and the purpose of it. As you are aware, the main purpose of this body creates and utilizes the comprehensive plan for the township. Someone said, this is the tool to use to say what do we want our Town to look like in 5 or 10 years. You have that language but the one thing that you have not done is taken that language and formally update your zoning maps. I equate the zoning map as where the rubber meets the road for the plan. You have the future language categories but still you utilize them on an un-updated zoning map in a sense for naught. The vernacular of rural residential is problematic. You have a high-density residential neighborhood. That kind of language does not fit where it used to. I encourage you as a Plan Commission to get to that point where you update the zoning map.

John Holdridge: If we approve this, we would send on to the Town Board with any recommendations we have.

Jan Way: I would like to make a motion to make a recommendation to the Board of Adjustment that a variance be put in place to create lots less than two (2) acres for development of ten (10) lots on the Jordan parcel in question.

Jocelyn Reid: Second.

Motion carried by voice vote.

John Holdridge: I make a motion that this plan goes to the Hull Town Board for action.

Bob Bowen: Second.

Motion carried by voice vote.

7. Plover River Crossing Plan

John Holdridge: Steve Menzel, Development Director from the College of Natural Resources is present. He has been involved in the Green Circle Trail. My concern is putting another bridge across the Plover River. This would be strictly for pedestrians and putting more traffic on Hofmeister Dr. The Green Circle is a place to walk and enjoy yourself. If it gets too busy and commercialized, you lose that. I believe this would be called a spur-off of the Green Circle Trail

Steve Menzel: The Green Circle has a number of spurs. For example, off Hoover there is a black top spur coming in from Plover but is not part of the Green Circle Trail. The Green Circle does not maintain that spur. I believe the Village of Plover probably maintains it, but not certain. That would be a city project but Green Circle is very interested because residents that live on the east side have indicated the close calls when biking and crossing Highway 10. The State DOT has a grant program that is designed to get bicycle and

pedestrian traffic off those types of interchanges. That is the grant source, which we are hoping, will get this project done.

Bob Bowen: Is the bridge at the end of Hofmeister?

Steve Menzel: At the end of Hofmeister is a dead end and a cul-de-sac. The Plover River segment of the Green Circle Trail starts there. The bridge would cross the Plover River, which is approximately 200-250 feet from the highway. There are two islands across from the Green Circle Trail on the east side. One is probably four or five feet off the water. The other is lower. The bridge would go across to those islands and there would be boardwalks wherever needed.

Bob Enright: Would there be an impact on the wetlands by constructing a trail and the bridge over the river?

Steve Menzel: Great question. We had two representatives of the DNR on site. One was a wetlands expert from Madison. They walked the area and what would be planned where there are wetlands any time of the year, they would put a boardwalk down which would be supported by helical piles. Those are basically feet that hold the boardwalk up. Very low impact. The water will flow freely under the boardwalk.

John Holdridge: What is your estimation of usage?

Steve Menzel: I think the potential usage by families and kids is high.

Jan Way: I think it is very logical that the kids that go to Bannach School could bike to PJ Jacobs when they go to Junior High where at this point it would be too dangerous to bike.

John Holdridge: There is a third of the season, winter where we do not see hardly anyone. Perhaps a few cross country skiers. Once school starts, you see more people. For the kids going to PJ Jacobs, that is a long distance particularly November through March.

Steve Menzel: The requirement for the DOT grant, which is being applied for, would require snow removal during the winter. The City would need to commit to this in order to receive the grant.

Bob Enright: Is this all-private land or is some of it public owned?

Steve Menzel: There is public land down below on the east side by Ben's Lane, down the hill, the flat grassy area. There is some private land that would need to be acquired. The City would need to purchase the land as they are applying for the grant.

Jan Way: Steve, could you explain why you came to the Town of Hull? What are you asking for?

Steve Menzel: We are looking for endorsement letter from you and other organizations. It could be helpful when applying for the grant.

Bob Enright: Could you tell us why the projected construction date in 2026? Why is it taking six (6) years to do this? Are you working on the easements, the grant money,.....?

Steve Menzel: The DOT has a grant cycle. The next selection is in 2022. The grant should be put together in 2021, submit for the 2022 grant cycle and then I am not sure how long it takes to award the grant. Once the grant is awarded, I believe you have four (4) years to finish the project. Those four years will include any fund raising if necessary. Once you get the grant, the clock starts ticking and you would need to have the project done by 2026 but it could be done sooner.

John Holdridge: What is the estimated cost of this project?

Steve Menzel: We believe it is between 1.5 and 2 million dollars. That would include the bridge plus boardwalks, which are expensive. It is 1/3 of a mile.

Bob Enright: Are the landowners involved on board with this project?

Steve Menzel: Yes! There is an existing excavated path that is 12-15 feet wide that is a gentle slope. You could not design a better trail. When we met, one homeowner is planning to sell their home and vacant lot and the other likes the idea of the trail and does not use that piece of land. Therefore, we are very fortunate.

Bob Enright: Even though part of this would go through the Town of Hull, the City and the Green Circle Organization would bear the maintenance costs. Hull would not be responsible.

Steve Menzel: Correct!

Jan Way: I need you all to know personally I am in favor of this because my family uses the Green Circle Trail. I know people from both of those neighborhoods and everyone I have talked to have been in support of being able to move from neighborhood to neighborhood. I see it as a connection between them.

The other thing is we have been talking a lot about our Comprehensive Plan tonight. In Chapter 4, it says Portage County takes pride in being a great place to live, work and play providing opportunities for citizens to integrate bicycling and walking into their everyday life is essential in maintaining the vibrancy of the community and enhancing quality of life. That comes from the Portage County Bicycle and Pedestrian Plan.

Whether for recreation or transportation the demand for safe, comfortable and convenient places to walk and bike is increasing. In 2014 Portage County adopted a county wide Bicycle and Pedestrian Plan that updated a similar 1997 plan for the urban core of the county and for the first time ever included the rural areas of the county as well as safe routes to school, planning for all schools in the county. This plan was created to be used by all municipalities within the county.

The Town of Hull supports the adoption and implementation of the Portage County Bicycle and Pedestrian Plan and with incorporating the town related recommendations into the Hull Comprehensive Plan. As such, the Town of Hull will utilize the PCBPP as a primary source of guidance for issues related to Bicycle and Pedestrian facilities.

Implementation of future Bicycle and Pedestrian facilities improvement within the Town will be pursued primarily through the following means:

As a part of construction of new or upgraded construction of existing transportation facilities where appropriate.

And the Town currently has strong connections to the larger urban area and will work toward providing its residents within an internal, efficient and youthful non-vehicular transportation network that connects logically to the larger urban area network.

I am strongly in favor of asking the Town Board to support this project to the extent that it can take it to the City and try to get the grant.

John Holdridge: This will impact the neighborhoods and create more traffic potentially. I would like to get feedback from the neighbors. Anything we do should be done conditionally. This is their neighborhood.

Dave Wilz: I am in agreement we need to allow stakeholders the opportunity to ask questions and get their concerns answered. However, I do understand what everyone is going through to get this grant. I presented this to the Park Commission. Every member of this Commission utilizes the Green Circle Trail. They all feel we should get behind this but do understand the conditions you speak about John. They unanimously support the concept Steve is talking about under the following conditions.

The Park Commission strongly encourages the immediate communities on both ends of the project to attend some sort of public information meeting having their questions and concerns understood and answered.

It is also strongly encouraged that any and all concerns about wetland issues be handled to meet the standards of the DNR.

If you can check those things off, we are in favor.

The Park Commission is advisory to the Hull Board. They are respectfully asking the Board to consider conditionally supporting the Plover Trail concept.

Bob Bowen: What do you mean "conditionally?"

Dave Wilz: In other words, they have deadlines they need to me and are requesting a letter of support so we will give them a conditional letter of support. We need to do a public information meeting. The DNR standards is checked off.

John Holdridge: What is your timeline Steve?

Steve Menzel: The key is for the City to do this or not do it is next month. We want to ensure that the City knows that the various organizations, businesses and municipalities are on-board.

Jan Way: They need to get it into their budget.

Jan Way: I would like to make a motion that we take guidance from the Park Commission and support this plan under the conditions listed by the Park Commission and be able to send a conditional suggestion over to the City by sending a letter of support and the neighborhood at some point be brought into the discussion.

Jocelyn Reid: Second.

Motion passed unanimously by voice vote.

8. Hull Comprehensive Plan – Review and future:

John Holdridge: Some issues have been raised so I would suggest we have a small group take a look at the Comprehensive Plan with Kristin Johnson from Portage County Planning and Zoning, then bring it to the Plan Commission and ultimately to the Town Board.

10. Date of next Plan Commission Meeting:

November 17, 2020 – 6:00pm

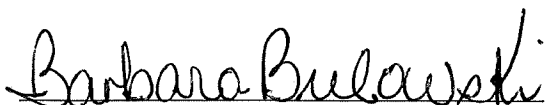
11. Adjournment:

Paul Kubowski: Motion to adjourn.

Joslyn Reid: Second.

Motion carried by voice vote.

Respectfully submitted"



Barbara Brilowski, Deputy Clerk