

**CITY OF ANTIGO
CITY PLAN COMMISSION
MINUTES OF MEETING HELD
AUGUST 02, 2022**

City Plan Commission of the City of Antigo met in Regular Meeting on the above date at 6:00 PM in the Multi-Purpose Room, City Hall, Mayor Bill Brandt presiding.

Attendee Name	Title	Status	Arrived
Bill Brandt	Mayor	Present	
Charley Brinkmeier	Member	Present	
Jerry Rice	Member	Present	
Tim Sharon	Member	Present	
Larry Steckbauer	Member	Present	
Gordon Neve	Member	Present	
Scott Henricks	Member	Present	

Others in attendance: Beth McCarthy, Building Inspector/Zoning Administrator; Mark Desotell, Director of Administrative Services; and Cheryl Barta, Administrative Assistant.

Discussion and Action May Occur on Any of the Following Agenda Items:

1. Approval of the Minutes from the June 7, 2022 Meeting

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Gordon Neve, Member
SECONDER:	Jerry Rice, Member
AYES:	Brandt, Brinkmeier, Rice, Sharon, Steckbauer, Neve, Henricks

2. Public Hearing for Conditional Use Application Under the Provision of Ordinance No. 1095B, Section 14-378, the Municipal Code at 614 Fifth Avenue for the Purpose of Allowing Education and Daycare for Boys & Girls Club of the Northwoods

Mayor Brandt announced the public hearing for the conditional use application under the provision of Ordinance No. 1095B, Section 14-378, the Municipal Code at 614 Fifth Avenue for the purpose of allowing education and daycare for the Boys & Girls Club of the Northwoods.

After complying with statutory procedures and no one present wishing to address the matter, the public hearing closed at 6:02 P.M.

Motion to close the public hearing for the conditional use application under the provision of Ordinance No. 1095B, Section 14-378, the Municipal Code at 614 Fifth Avenue for the purpose of allowing education and daycare for the Boys & Girls Club of the Northwoods.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Larry Steckbauer, Member
SECONDER:	Jerry Rice, Member
AYES:	Brandt, Brinkmeier, Rice, Sharon, Steckbauer, Neve, Henricks

3. Conditional Use Application Under the Provisions of Ordinance No. 1095B, Section 14-378, the Municipal Code for 614 Fifth Avenue for the Purpose of Allowing Education and Daycare for Boys & Girls Club of the Northwoods (Parcel #201-0432)

Upon Commissioner Sharon's inquiry of the ages of the children to be included in the education and daycare for the Boys and Girls Club of the Northwoods, Ms. McCarthy, Building Inspector/Zoning Administrator, reported that Ms. Zimmerman, of the Boys and Girls Club, reported the location at 614 Fifth Avenue would be for the overflow of the older children. Middle

school age children. Mr. Neve stated that they are looking for a director to try to separate the older children from the younger ones

Motion to approve the conditional use application under the provisions of Ordinance No. 1095B, Section 14-378, the Municipal Code for 614 Fifth Avenue for the purpose of allowing education and daycare for the Boys and Girls Club of the Northwoods.

RESULT:	RESOLUTION TO COUNCIL [UNANIMOUS]
	Next: 8/10/2022 6:00 PM
MOVER:	Scott Henricks, Member
SECONDER:	Larry Steckbauer, Member
AYES:	Brandt, Brinkmeier, Rice, Sharon, Steckbauer, Neve, Henricks

4. Certified Survey Map Parcel 201-2901

Charley Brinkmeier, Land Surveyor/Project Manager submitted a memo for the approval of the Certified Survey Map for Parcel 201-2901.

Mayor Brandt reported this parcel is the 8.25 acres North of Remington Detention Basin going to Northpointe Development.

Motion to approve the Certified Survey Map for parcel 201-2901.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Scott Henricks, Member
SECONDER:	Gordon Neve, Member
AYES:	Brandt, Brinkmeier, Rice, Sharon, Steckbauer, Neve, Henricks

5. Certified Survey Map Parcel 201-2942.004

Charley Brinkmeier, Land Surveyor/Project Manager, provided a memo for the approval of the Certified Survey Map for parcel 201-2942.004.

Mayor Brandt noted this parcel is the property dedicated for the storm water retention as part of the new road construction through the Industrial Park on the north end. He explained the Department of Natural Resources (DNR) is requesting a retention pond due to the amount of ground being disturbed for the road construction.

Charley also explained that the Economic Development Administration (EDA) is requiring the retention pond be dedicated so it remains in the possession of the City forever.

Upon Alderperson Henricks' inquiry about the determination of the size of the retention pond, Mr. Brinkmeier reported the calculations are being worked on and the boundary given was to show the pond would be able to fit within that boundary.

Mr. Desotell reported Ayres Associates was the designer of the retention return, in working with the DNR.

Motion to approve the Certified Survey Map for parcel 201-2863.005.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Scott Henricks, Member
SECONDER:	Tim Sharon, Member
AYES:	Brandt, Brinkmeier, Rice, Sharon, Steckbauer, Neve, Henricks

6. Certified Survey Map Parcel 201-2863.005

Charley Brinkmeier, Land Surveyor/Project Manager, submitted a Certified Survey Map for parcel 201-2863.005.

Mayor Brandt explained that Antigo Entertainment, LLC would like to divide off the property for future sale. He also explained the property is not currently committed to anyone at this time.

Mr. Brinkmeier reported the current owners are retaining this lot.

Motion to approve the Certified Survey Map for parcel 201-2863.005.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Larry Steckbauer, Member
SECONDER:	Gordon Neve, Member
AYES:	Brandt, Brinkmeier, Rice, Sharon, Steckbauer, Neve, Henricks

7. Land Division Ordinance

Charley Brinkmeier, Land Surveyor/Project Manager, provided a memo to change the Land Division Ordinance.

Mayor Brandt read the statement that "Staff is recommending a change where if the proposed division meets all the zoning requirement, that staff can approve the Certified Survey Map (CSM) without the City Plan process. Subdivisions and site plans would still be presented to City Plan, but CSM's would not."

The Mayor explained this change would speed up the process where Mr. Brinkmeier runs into with property owners with sales pending, etc.

Mr. Brinkmeier gave some examples, including the CSM from tonight's agenda, for the Antigo Entertainment, LLC sale.

Upon Alderperson Henricks' inquiry about State approval, Mr. Brinkmeier explained this is a local ordinance. He further explained under State Statutes you can only do a four lot Certified Survey Map in a five year period.

Upon Mayor Brandt's inquiry about needing to go to Council first, Mr. Brinkmeier reported that the matter needs to go to the Finance, Personnel and Legislative Committee first and then to Common Council.

Motion to approve to change the Land Division Ordinance to allow the staff to approve the Certified Survey Map (CSM) without the City Plan process.

RESULT:	REFERRED TO COMMITTEE [UNANIMOUS]
	Next: 9/21/2022 6:00 PM
MOVER:	Jerry Rice, Member
SECONDER:	Tim Sharon, Member
AYES:	Brandt, Brinkmeier, Rice, Sharon, Steckbauer, Neve, Henricks

Any Other Matters Authorized by Law to be Considered

None.

Adjournment

1. **Motion to:** Adjourn at 6:12 PM.

RESULT:	CARRIED [UNANIMOUS]
MOVER:	Tim Sharon, Member
SECONDER:	Gordon Neve, Member
AYES:	Brandt, Brinkmeier, Rice, Sharon, Steckbauer, Neve, Henricks


Bill Brandt, Chairperson

8-19-27
Date