

Town of Colfax Plan Commission Meeting Minutes
January 24, 2018
Town Hall
6:30 PM

1. Call to Order at 6:30
2. Roll Call: All members present
3. Guests: Brian Hostak, Dennis and Karen Wagner, Margaret Wolfe, Dean Logslett, Lee Boland.
4. Minutes from Previous Meeting
Motion made by Lisa Bragg-Hurlburt to approve, second by Johnne Smalley, motion approved.
5. Public Comment
None made
6. Old (unfinished) Business
 - a. Updated Comprehensive Plan distribution. Discussion. PC will distribute as suggested.
 - i. Lisa will mail 8 CD's to surrounding townships. Printed copies to village, school and library. Dean L. will deliver CD to Dunn County.
 - b. Status of Variance Request: Complete.
 - c. Looked at updated draft copy of Town of Colfax brochure. Discussed bullet points on back of brochure. This will be given to all residents who file for a Dunn County Zoning Permit. Johnne will send us a draft copy.
7. New Business
 - a. Frisch Driveway Application. Discussion. Confusion regarding authenticity of CSM 2295 showing 66' wide easement on NW corner of Lot 1. Description of easement in CSM is for existing 20' easement, not 66' wide easement. Current landowners expressed concern. They have not approved the proposed 66' easement and do not intend to approve it.
 - i. Motion made by Terry Nichols to recommend that the Town Board have access to the official, county approved CSM 2295 of Lot 1 prior to making any kind of decision regarding the Frisch Driveway Application. Second by Lisa Bragg-Hurlburt. Motion carried.
 - b. Review of Re-zone Request Procedures, Form, and timeline.
 1. Will be added to the February agenda.

- c. Brief discussion of what we want included in a joint meeting with the Town Board and when we want to have the meeting. **We need another month to discuss this. Add to February Agenda.**
 1. *Discussion of Procedures, flow chart related to Plan Commission and Board Approvals.*
 2. *Process of creating agenda items for Plan Commission.*
 3. *Discussion of timeline. Do all CSM's need to go through the board prior to be addressed at a Plan Commission meeting?*
 4. *What do we want to put on the Town of Colfax website to make procedures easier for residents, builders and surveyors.*
 5. *How do we get items placed on the Town of Colfax website.*
8. Set next Agenda
 1. Review of Re-zone Request Procedures, Form, and timeline.
 2. Discuss draft copy of T.O.C. brochure.

Motion made by Lisa Bragg-Hurlburt to adjourn, seconded by Soloman Plank.
Motion carried. Adjourned.

Minutes taken by Paul Verdon