

## MINOCQUA PLAN COMMISSION MINUTES

July 21, 2020

A meeting of the Minocqua Plan Commission was called to order by Chair Mark Hartzheim at 8:30 a.m. in the Board Room of the Minocqua Center.

Present were: Chair Mark Hartzheim, Members Tom Church, Mark Pertile, Phil Albert, Joe Hegge and Bill Stengl; Carla Blankenship and Scott Ridderbusch, Oneida County Planning and Zoning; and Lynn Wildes, Town Secretary.

**Motion by Phil Albert, seconded by Bill Stengl to approve the agenda as presented. Voice Vote: Motion Carried.**

**Motion by Joe Hegge, seconded by Phil Albert to approve the minutes from June 30, 2020. Voice Vote: Motion Carried.**

### OLD BUSINESS

**ADMINISTRATIVE REVIEW PERMIT #33-19** – Application by David Steinle, applicant, Mally-Cat Properties LLC, owner to construct two buildings for commercial mini storage and a building with office and shop space for a boat detailing and repair business on the following described property; Part of Government Lot 1, Lot 3 CSM V12, P2984, Section 8, T39N, R6E, PIN# MI 2135-10, (near Hwy 70 and Camp Pinemere Rd.) Town of Minocqua, County of Oneida.

Mark Hartzheim stated this ARP originally came before the Plan Commission in October 2019, but no action was taken at that time as more information was needed. Carla Blankenship said on the revised plan proposal the building orientation is different and there is more detail on the drainage, elevation, and floor plan. She said this is a multi-tenant building and the number of parking spaces is in compliance with the floor plan and proposed occupancy, and she listed the 12 Conditions of Approval in the County ARP application. Mark Hartzheim asked if the county had any concerns, to which Carla Blankenship replied no.

Mark Pertile asked owner Dave Steinle if the septic was acceptable for the type of tenants he expects to have in the building, and Steinle replied he did not plan on putting in floor drains at this time. He stated if the tenants were to wash something it would be done outside. Mark Pertile stated if one of the proposed tenants is a boat detailer and is washing boats outside, then that water would be going into the groundwater. Carla Blankenship stated that at this time the county does not have a septic plan yet. Scott Ridderbusch said that if the tenant is washing vehicles, then that wastewater cannot go into the septic system and they would need a separate wastewater tank. Phil Albert asked Carla Blankenship if this should be added as a condition, and she stated it already falls under condition #3 (subject to state approved plans and permits).

Mark Pertile asked if there would be parking along the Camp Pinemere (east) side of the building. Dave Steinle replied not at this time as that side of the building is egress doors only. Mark Pertile asked Carla Blankenship if the parking on that side would meet the county requirements if a retail store rented one of the units, and she replied she would need to check the setbacks.

Tom Church asked if all of the units run from the front to the back of the building, and Dave Steinle replied they run the full length. He said office space is not in demand at this time as tenants are just looking for warehouse space with a bathroom. He said the main building will be built first and the other two buildings will be built after that (the other two buildings are mini storage with doors on one side only).

Bill Stengl asked for confirmation that no work in progress (by the tenants) would be stored outside overnight, and Dave Steinle replied that is correct. Bill Stengl asked if outside storage would need a Conditional Use Permit, and Carla Blankenship replied a CUP would be needed for any outside work, washing, or storage. Bill Stengl noted the state approval process would determine what is needed for septic and wastewater storage tanks per the occupancy and work performed there.

**Motion made by Bill Stengl, seconded by Joe Hegge to approve ARP #33-19, subject to meeting the county conditions of approval and state requirements.**

Discussion: Mark Hartzheim asked Carla Blankenship if later on the owner wanted to have parking on the east side of the building (the Camp Pinemere Road side) would they need to come back for approval, and she replied she could add a condition to the Conditions of Approval if desired. Mark Hartzheim asked Stengl and Hegge if they would amend their motion and second to specify that parking is not allowed on the east (Camp Pinemere Rd) side of the building, and any proposal to allow parking must include a plan submitted for consideration to the Town and County.

**Amended Motion made by Bill Stengel, seconded by Joe Hegge to approve ARP #33-19, subject to meeting the county conditions of approval and state requirements and subject to no parking along the east side of the building without approval from the Town of Minocqua. Voice Vote: Motion carried, 6-0.**

### **NEW BUSINESS**

**ADMINISTRATIVE REVIEW PERMIT #12-20** – Application by Joseph Leonardelli, applicant and owner, to rent the dwelling as a tourist rooming house for less than 30 consecutive days on the following described property: Forest Green II Lot 44, Section 06, T39N, R5E, PIN #MI 5121, 8808 Forest Ln., Town of Minocqua.

Mark Hartzheim asked Carla Blankenship if the county had any concerns. She said they did not, it is a 2-bedroom unit and the parking and septic both comply with that occupancy. Mark Hartzheim stated the owner would need a room tax permit and a short-term rental (tourist rooming house) permit from the town.

**Motion made by Mark Pertile, seconded by Bill Stengel to approve ARP #12-20 as presented. Voice Vote: Motion carried, 6-0.**

**Motion by Mark Pertile, seconded by Bill Stengel to adjourn. Voice vote, motion carried.  
Meeting adjourned at 8:59 a.m.**

Lynn Wildes  
Town Secretary