

## **Minutes of the Plan Commission – November 19th 2012**

A meeting of the Plan Commission of the City of Prairie du Chien was held on Monday November 19<sup>th</sup> 2012 at 7:00 PM in the Council Chambers of City Hall. Mayor Dave Hemmer called the meeting to order.

### **1. CALL TO ORDER/ROLL CALL**

PRESENT – Dave Hemmer (Chairperson), Linda Munson, Dan Key, Tom Nelson, Roger Grunow  
ABSENT – Ross Ritchie, Curt Kramer ALSO PRESENT – Zoning Administrator Julie Jackson, Attorney Mark Peterson, City Administrator Aaron Kramer, Dave Parks, Don Knapp

### **2. Certification of the open meeting law agenda requirements and approval of the agenda**

MOTION: Nelson SECOND: Munson VOTE: 5-0

### **3. APPROVAL – Minutes of the September 17th 2012 meeting**

ACTION: To approve MOTION: Grunow SECOND: Hemmer VOTE: 5-0

### **4. PUBLIC HEARING - Application of GKH Properties, 1204 S. 17th Street, for a Conditional Use Permit to allow the conversion of a large older home to a duplex in an R-1 Zoning District**

No further approval required by Council. Hemmer opened the public hearing at 7:01 PM. Jackson provided a brief overview of the proposal. Knapp (representing GKH Properties) was present to answer question from the Commission. Hemmer closed the hearing at 7:04 PM.

### **5. ACTION on aforesaid agenda item**

ACTION: To approve the application of GKH Properties, 1204 S. 17th Street, for a Conditional Use Permit to allow the conversion of a large older home to a duplex in an R-1 Zoning District, with the Permit being in effect only as long as the current ownership of the property remains in place  
MOTION: Nelson SECOND: Hemmer VOTE: 5-0

### **6. DISCUSSION AND ACTION - Review and recommendation on proposed land division (parcel split) for Design Homes, Inc. for purposes of constructing a new duplex on the 1600 block of E. Broadway Street**

No further Council action is needed. Jackson provided a brief overview of the question before the Commission – whether the split required a new Certified Survey Map or can be done just by recording the split at the Register of Deeds. Peterson said he did not feel a CSM was required. Parks (representing Design Homes) was present to answer questions from the Commission. ACTION: To allow the parcel split to occur without a CSM being done MOTION: Hemmer SECOND: Key VOTE: 5-0

### **7. ADJOURNMENT (7:14 PM)**

MOTION: Hemmer SECOND: Key VOTE: 5-0

Submitted by City Administrator Aaron Kramer