

## MINUTES

**MEETING:** PLANNING COMMISSION MEETING  
**DATE:** TUESDAY, MARCH 31, 2015  
**PLACE:** OLIVER VILLAGE HALL  
2125 E STATE ST  
SUPERIOR, WI 54880

### 1. CALL TO ORDER/ROLL CALL

Village President Gary Abraham called the meeting to order at 5:30 p.m.

The Village Clerk called the roll. Present: President Abraham, Trustee Rude, Trustee Rowe, Don Krisak, Kerry Cain and Ivan Hohnstadt. A quorum was present.

### 2. AGENDA

A. Discuss and take action on:

1. Jareb and Erin Walsburg requesting a building permit for Parcel No. OL-165-02183-00 and OL-165-0218100. Building a new home.

Discussed building plans and which road would be used to access the property. Don Krisak asked if a property survey had been done, Erin informed the Board that the past property owner had a survey done .

Motion made by Gary Abraham, and seconded by Don Krisak to approve the building permit. VOTE – Ayes: 6. No: none. **MOTION CARRIED**

2. Creating site plan regulations for new building permit applications.

Brad Theien discussed the minimum requirements that should be followed for site plans. He also brought examples and checklists that could be used. Also discussed was the need to have reference points to measure off of for property lines and a need to survey if none are present. It was decided to have the clerk put together a packet with site plan requirements and examples that will be handed out with all future building permit applications.

3. Creating a resolution to set fees for street and alley vacates.

Brad Theien discussed the need to pass a resolution to set current fees. Also discussed was creating a resolution to set street/alley vacate fees. The fees will be the cost incurred to the Village for attorney, advertising and recording fees. It was decided to have the clerk create a vacate fee resolution.

President Abraham made the motion, and Don Krisak seconded the motion, to approve the recommendations. VOTE – Ayes: 6. No: none. **MOTION CARRIED**

**ADJOURNMENT:** The meeting was adjourned at 5:55 p.m.

\*The March agenda was posted at: Village Hall Office, Village Hall Postings Box (outside), Eldorado Bar, Fire Hall and the Village Website.

\*Agenda posted on Wednesday, March 25, 2015, at 4:00 p.m.

Respectfully submitted,

Julie Abraham  
Village Clerk