

TOWN OF ALBANY PLAN COMMISSION

UNAPPROVED -9/6/2023-issue O “PRELIMINARY”

September 6, 2023

Chairman Randy Bump called the meeting to order at 7 pm.

Verification of notice: Notice was given on the Township website and at the three Township locations.

Roll Call - Secretary Jason Cleasby by Wolfgang Pavlok

Randy Bump -- Present

Wolf Pavlok-- Present

Joe Dunphy -- Present

Jason Cleasby-- Absent

Greg Hoffmeister-- Absent

Abel Schultz – Present as Township Board Representative

Members of the public:

Crystal Holtsapple-Guth

Mike Guth

Michael Talarczyk

Todd Strother

Amanda Fields

Greg Roth

Debbie Roth

Dan Roth

Janet Ellis

Roger Ellis

Glenn Holtsapple

Minutes from June 7, 2023

The minutes for the meeting had not been received.

Motion by Joe Dunphy, second by Randy Bump to delay approval for the next meeting. Motion approved.

First Order of Business:

Consideration of Land Division for Michael Guth & Crystal Holtsapple-Guth.

Land located in Section 14.

This is a continuation of the May 3 consultation for Mike Guth’s proposal to create a 2A homesite in Section 14. The major item from the consultation was the issue of three going to four residences on a ¼+ mile long driveway.

The three current residences are being accessed via a 1939 33' access easement and driveway, and the proposed land division would create a lot for a fourth residence. The proposed 2A lot would be land locked without a way to access the driveway. The recommendation was to provision for a future 66' town road with recorded easements from the effected parcels.

The September 6 meeting started with a review and discussions of the e-mailed CSM which had the 66' new easement along with an easement to the new proposed lot.

Chair Bump made the following statements:

- Per the Township Ordinance only two parcels/residences can share a driveway, and there are no provisions for private roads.
- Three or more parcels/residences would come under the subdivision part of the Ordinance. This would require a town road for access.
- This requirement is for safety, fire department access, EMS, etc.
- The three current residences are sharing a common driveway, which was created prior to the 2001 Ordinance and are grandfathered.
- Any more development on these parcels will need to be completed as a subdivision with a town road per Town Ordinances.

A discussion took place:

- Randy Bump and Wolfgang Pavlok cited the requirement for emergency service access provisioning. Which includes bypass and loading for safety equipment access.
- Abel Schutz said the Town Ordinance states that every 300' a safe two-way passage is specified and required on driveways.
- Other parties may also have input on this such as: Green County, Fire/EMS Departments, Title Company, Building permits, Loan institutions, Insurance Underwriters.
- Janet Ellis said there was room in current driveway for safe passage and felt there is no need for a "road" as this is not a subdivision.

The current version of the CSM was updated and Michael Talarczyz addressed Greg Hoffmeister's input of the easement dimensions which have been added. Amanda Field went through the two documents creating the 66' easement agreement. One was completed and ready to be filed. The second one was complete and needs the new legal description to be filed.

The check, Notifications (7), application and CSM have been completed.

Randy Bump made a motion to approve the Michael Guth & Crystal Holtsapple-Guth Land Division in Section 14, per the revised CSM. Joe Dunphy second. Motion carried 3-0.

Second Order of Business.
Consideration of Land Division Gregory & Debra Roth.
Land located in Section 8.

The Roth's are splitting a 30-acre parcel into two lots.
Lot 1 (15.34A) and Lot 2 (14.58A).

The supplied CSM was reviewed. The only discussion was of a driveway to the adjacent parcel, its purpose, and if any easements were involved. There is no agreement, the parties were advised for future considerations perhaps there should be.

The Roth's were also told that the County had jurisdiction for driveways on County roads.

The check, notifications, application and CSM have been received.

Joe Dunphy made a motion to approve the Land Division for the Roth's per the CSM in Section 8. Randy Bump second, the motion carried 3-0.

Motion to Adjourn: Randy Bump

Second by: Joe Dunphy

Meeting Adjourned at 7:51pm.