

**TOWN OF OSCEOLA
PLAN COMMISSION
REGULAR MONTHLY MEETING
Tuesday, July 26, 2022 – 6:00 P.M.
Town Hall - 516 East Avenue North, Dresser WI
Virtual - Open Meeting via Microsoft Teams
To join via Teams: See Meetings, Notices/Agendas on www.townofosceola.com
Agenda Can Change Up to 24 Hours Prior to Meeting**

MEETING AGENDA

1. Call Meeting to Order
2. Verification of Meeting Posting
3. Pledge of Allegiance
4. Roll Call
5. Acceptance of Proposed Agenda
6. Approval of Minutes of Previous Meetings: 6/28/22 *1-2*
7. Public Comment
8. Old Business
 - a. Town Vision for Comprehensive Plan
 - b. Subdivision Request: Parcel 042-01103-0000 (9.07 acres); Owner Tim Johnson *3-10*
9. New Business
10. Chair's Report
11. Commission Member Comments
12. Request for Future Meeting Agenda Items
13. Next Plan Commission Meeting – August 23, 2022
14. Adjournment

Notice is hereby given that a quorum of the Osceola Town Board may be present at this meeting of the Plan Commission to gather information about a subject over which they have decision-making responsibility. The Board will take no formal action at this meeting.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Clerk's office at (715)755-3060.

AFFIDAVIT OF POSTING: I hereby certify that this notice has been posted at the Dresser Post Office, the Town Hall, the First Community National Bank, and the Town Web Site.

/s/ Denise Skjerven, Clerk

**PLAN COMMISSION
REGULAR MONTHLY MEETING
TUESDAY, JUNE 28, 2022 – 6 P.M.**

MINUTES

The Plan Commission of the Town of Osceola held a meeting on Tuesday, June 28, 2022, at the Osceola Town Hall, Dresser, Wisconsin.

CALL TO ORDER

Chair Utke called the meeting to order at 6:00 p.m.

VERIFICATION OF MEETING POSTING

Notice of the Plan Commission Meeting was posted at the Town Hall, the Dresser Post Office, First National Community Bank and the Town Website.

PLEDGE OF ALLEGIANCE

Chair Utke led the group in the Pledge of Allegiance.

ROLL CALL

PRESENT: Chair Jeremy Utke, Dan Tronrud, Jim Berg, Warren Johnson, Bernie Desmarais, Kim Kaiser, and Cindy Thorman.

APPROVAL OF PROPOSED AGENDA

MOTION BY BERG / 2ND BY DESMARAIS TO APPROVE THE AGENDA. MOTION CARRIED.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

MOTION BY TRONRUD / 2ND BY BERG TO APPROVE THE TUESDAY, MAY 24, 2022 MEETING MINUTES. MOTION CARRIED.

PUBLIC COMMENT

None - 5 in attendance

OATH OF OFFICE FOR PLAN COMMISSION MEMBERS

Cindy Thorman and Warren Johnson were sworn in.

OLD BUSINESS

A. TOWN VISION FOR COMPREHENSIVE PLAN

MOTION BY DESMARAIS / 2ND BY JOHNSON TO HAVE BERNIE DESMARAIS CONTACT POLK COUNTY TO SEE IF ANY GRANT MONEY IS AVAILABLE TO HIRE SOMEONE TO UPDATE THE COMPREHENSIVE PLAN. A BRIEF DISCUSS BY THE BOARD ABOUT THE AMOUNT OF TIME AND DATA THAT WOULD NEED TO BE UPDATED. MOTION CARRIED.

NEW BUSINESS

A. **SUBDIVISION REQUEST: PARCEL 042-01103-0000 (9.07 ACRES); OWNER TIM JOHNSON (WILL BE PRESENT AT 7/26 PC MTG)**

No action taken; a certified survey map will be presented at the July meeting.

CHAIRMAN'S REPORT

Asked to have the board bring ideas to the next meeting regarding what we feel our town vision should be. Go through pages 26-50 of the comprehensive plan prior to the next meeting.

COMMISSION MEMBER COMMENTS

Comments by Bernie Desmaris and Warren Johnson while we work on our town vision, we should also be talking about ways to grow our town and promote that growth.

FUTURE MEETING AGENDA ITEMS

Tim Johnson Subdivision

NEXT PLAN COMMISSION MEETING

MEETING SET FOR JULY 26, 2022 6 PM

ADJOURNMENT

MOTION BY DESMARAIS /2ND BY JOHNSON TO ADJOURN THE PLAN COMMISSION MEETING HELD THIS TUESDAY THE 28ST DAY OF JUNE 2022. MOTION CARRIED.

Being no further business to come before the Plan Commission, the Meeting was adjourned at 7:00 p.m.

TO BE APPROVED: July 26, 2022

Jeremy Utke, Plan Commission Chair

Clerk

From: Ty Dodge <TDodge@authconsulting.com>
Sent: Wednesday, July 20, 2022 12:14 PM
To: Clerk
Subject: RE: Coming to July Plan Commission Mtg Re Survey Concept?
Attachments: 8167-001-CSM.pdf; Johnson Tim Aerial photo.pdf; Minor Sub App- T. Osceola-Tim Johnson.pdf; TownBoardChecklist- Tim Johnson.pdf

Denise-

Attached are the submittal materials for the Tim Johnson CSM.

I'm just waiting for the signed app and the \$330 fees (\$150+ 9ac x \$20) from Tim and will get them your way as soon as possible.

Rec'd 7/21

Let me know if you need anything else currently, and have a great afternoon!

Thanks,

Ty Dodge- Professional Land Surveyor MN, WI
tdodge@authconsulting.com

■ **Auth•Consulting & Associates - AC/a**

Planning, Engineering, Building Design & Surveying
 2920 Enloe Street, Suite 101, Hudson WI 54016
 Hudson Office: 715-381-5277
 Corporate Office: 715-232-8490
www.authconsulting.com
S&N Land Surveying a Division of AC/a



Please consider the environment
 before printing this email.

From: Clerk [mailto:clerk@townofosceola.com]
Sent: Wednesday, July 13, 2022 9:48 AM
To: Ty Dodge <TDodge@authconsulting.com>
Subject: Coming to July Plan Commission Mtg Re Survey Concept?

****EXTERNAL EMAIL SOURCE****

Hi Ty ~ I'm starting to draft the Plan Commission meeting materials for the Tues., 7/26 6:00 p.m. meeting.


Are you still planning to be present for this upcoming meeting to go over further with the Plan Commission this information?

If so, I'll make sure you're on the agenda; and, it would be helpful if I could please get all of your materials (via email) by Thurs., 7/21 AM. That way, I'll have all information ready to send out to the Plan Commission members by either late Thursday or Fri., 7/22 AM with their meeting materials.

Thank you for letting me know.

Denise Skjerven

4



THE NORTH LINE OF THE NE 1/4
SECTION 23 BEARS N89°48'31"W
AS REFERENCED TO THE POLK COUNTY
COORDINATE SYSTEM



- (S89°58'15"E 100.00') PREVIOUSLY RECORDED INFORMATION

**AREA EXCLUDING
RIGHT OF WAY
15,651 SQ. FT.
0.359 ACRES**

**AREA EXCLUDING
RIGHT OF WAY
55,255 SQ. FT.
1.268 ACRES**

WITH 1/4 CORNER
 TION 23
 LOT 1
 C.S.M.
 VOLUME 8
 NO. 1714
 PAGE 62
 (S89°58'15"N E 358.83')

**AREA EXCLUDING
RIGHT OF WAY
167,251 SQ. FT.
3.840 ACRES**

**AREA EXCLUDING
RIGHT OF WAY
135,889 SQ. FT.
3.120 ACRES**

RIVER ROAD
N00°25'41"W 751.98'

A traverse diagram showing a path with the following bearings and distances:

- Bearing: $N89^{\circ}16'51''W$, Distance: $23.05'$
- Bearing: $S87^{\circ}38'30''W$, Distance: $89.89'$

$$\frac{S89^{\circ}48'33''E \ 442.83'}{416.85'}$$

S.T.H. 35

Ty Dodge



SURVEYOR:
TY R. DODGE
AUTH CONSULTING & ASSOC.
2920 ENLOE STREET SUITE 101
HUDSON, WI 54016

CERTIFIED SURVEY MAP NO. _____

LOCATED IN PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 23;
TOWNSHIP 33 NORTH, RANGE 19 WEST, TOWN OF OSCEOLA, POLK COUNTY, WISCONSIN.

PID: 042-01103-0000

Parcel identification number is shown for reference only, may not be current, and change at the time of parcel divisions. Contact Polk County real property lister for additional information.

SURVEYOR'S CERTIFICATE:

I, Ty R. Dodge, Professional Wisconsin Land Surveyor, hereby certify that by the direction of Tim Johnson, I have surveyed, divided and mapped part of the Northwest Quarter of the Northeast Quarter of Section 23, Township 33 North, Range 19 West, Town of Osceola, Polk County, Wisconsin; described as follows:

Commencing at the north quarter corner of said Section 23; thence S00°25'41"E, along the west line of said Northwest Quarter of the Northeast Quarter, 264.00 feet to the southwest corner of Lot 2 of Certified Survey Map Number 1714 recorded in Volume 8, Page 62 in the Polk County Register of Deeds Office and the Point of Beginning; thence S89°48'33"E, along the south line of Lot 2 of said Certified Survey Map, 625.85 feet to the east line of the west half of said Northwest Quarter of the Northeast Quarter; thence S00°32'09"E, along the east line of said west half, 387.94 feet to the northerly right-of-way line of State Trunk Highway 35; thence S56°37'10"W, along the northerly right-of-way line of said State Trunk Highway 35, a distance of 651.46 feet; thence S87°38'30"W, along said northerly right-of-way line, 89.89 feet to the west line of said Northwest Quarter of the Northeast Quarter; thence N00°25'41"W, along said west line, 751.98 feet to the Point of Beginning.

Containing 9.071 acres of land, more or less. Subject to the right-of-way for River Road/County Trunk Highway S and all other easements, restrictions and covenants of record. I also certify that this Certified Survey Map is a correct representation to scale of the exterior boundary surveyed and described; that field surveying has been completed as of the signed date hereon; that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin statutes and the land subdivision ordinance of Polk County and the Town of Osceola in surveying and mapping the same.

Ty Dodge

Ty R. Dodge PLS #2484
Auth Consulting & Associates
2920 Enloe St. Hudson, WI 54016
(715) 386-2007
tdodge@authconsulting.com

07/07/2022
Date



Approved this _____ day of _____, 2022.

Steve Geiger Polk
County Surveyor

A-E 7.08 Note:
The location of U.S. Public Land Survey
corners required to establish boundaries
for this survey have been verified.

Minor Subdivision Application

To the Town Board and Planning Commission of the Town of Osceola, Polk County, Wisconsin

I, the undersigned, being owner/owner's agent of all the area herein described, hereby request from the Town Board of the Town of Osceola, review of a Minor Subdivision under the provisions of the "Subdivision and Platting Ordinance for the Town of Osceola, Polk County, Wisconsin."

Owner: Timothy D. Johnson
(Signature)

Agent: _____
(Signature)

Name: Timothy D. Johnson

Name: _____

Address: 1731 S Balsam Lake

Address: _____

Balsam Lake WI 54810

(City, Town) (State) (Zip)

(City, Town) (State) (Zip)

(City, Town) (State) (Zip)

Telephone No.: 651-238-3977 **7739**

Telephone No.: _____

Email Address: tdjdmovs@centurytel.net

Email Address: _____

For Town Use Only

Received By: Denise Jerven

Date Filed: 7/27/22

Fee Paid: \$330 to be pd.

More information may be requested by the Planning Commission or Town Board if deemed necessary to properly evaluate your request. The lack of information requested by this form may in itself be sufficient cause to deny the petition. If you have any questions regarding the procedure, please contact the Chairman of the Town Planning Commission.

☐ **LEGAL DESCRIPTION OF THE PROPERTY (ATTACH ADDITIONAL SHEETS IF NECESSARY):**

Lot No.	Block No.	Subdivision	or Government Lot # _____, _____ 1/4
			W 1/2 NW 1/4 -NE 1/4 lying north of Hwy 35, exc N 264'
of Section <u>23</u>	T <u>33</u>	N, R <u>19</u>	E <u> </u> W <u> </u> x <u> </u> , Town of Osceola, Wisconsin
Tax # 042-01103-0000	Area in Acres 9	Volume	Page# _____ Polk County Register of Deeds DOCUMENT NO. 855430

☐ **PRESENT IMPROVEMENTS ON THE LAND (DESCRIBE):**

Existing Veterinary Clinic is located on the property within Proposed Lot 2.
Lots 1 and 3 are newly created lots. Outlot 1 is being created for transfer to the adjoining owner.

<input type="checkbox"/> Number of New Lots 3 and 1 outlot	Present Use Commercial and vacant
<input type="checkbox"/> Zoning District Small Business/ Commercial	Future Use Commercial and vacant
<input type="checkbox"/> With this land division, how many acres will remain with this parcel? 9	
<input type="checkbox"/> How many acres will be lotted off of this parcel? The entire parcel is on the CSM	
<input type="checkbox"/> Surveyor Name, Phone # and Email Ty Dodge, Auth Consulting & Assoc., (715) 381-5277, tdodge@authconsulting.com	
<input type="checkbox"/> Has there been a previous subdivision, major or minor, on this land before? No	

Form No.

Surrounding Owners, Land Use and Zoning Designations

	Owner	Land Use	Zoning
North	James and Kristin Dixon	Residential	Residential-Agricultural (RA-5)
North			
South	State Fish Hatchery	Woods and Stream, across highway 35	Natural Resources
South			
East	State Fish Hatchery	Woods and stream	Natural Resources
East			
West	Horst Rechebacher Foundation	grassland/woods, across River Road	Village of Osceola Residential (R2)
West			

Review Requested (Choose one)

<input type="checkbox"/>	Concept Review (No recommendation by the Plan Commission shall occur).
<input checked="" type="checkbox"/>	Preliminary Review (Recommended approval, conditional approval, or rejection of the proposed plan).

Information Required

Table #1: Information To Be Shown on Plans		
Description	Concept	Preliminary
Air Photos of area	X	With lot lines shown
Subdivider contact information	X	X
Land Owner of record	X	X
Property lines	Sketched	Surveyed
Proposed road locations	X	X
Adjacent landowners and structures	X	X
Driveway locations		If required
Shared driveways		X
Entire area plan		X
Topographic contours		If required
Engineered road plans		X

Plan Commission Recommendation

The Town Plan Commission shall recommend approval, conditional approval, including a recommendation of the need for Development Agreement, or rejection of the proposed plan to the Town Board. If approval or conditional approval is recommended, the plan shall be referred to the Board for consideration.

POLK COUNTY SUBDIVISION ORDINANCE TOWN BOARD CHECKLIST

(Checklist to be filled out by Town Board)

10

TO: The Town Board of the Town of Osceola. The Polk County Land Information Department expects to review a subdivision proposed by Tim Johnson, assisted by Ty Dodge, consisting of 3 lots
(Land Owner) Surveyor (if one has been retained)

or parcels located at the following address: 892 River Road/ County Road S in Section 23 of your Town.

Parcel # 042 - 01103 - 0000 If other parcel #(s) affected, please list: _____

Prior to County review, we require the Town Board to answer the following questions:

1. ROADS. The Town **WILL ACCEPT** NA **WILL NOT ACCEPT** _____ ownership of the streets and roads within the proposed subdivision. NOTE: (If some roads are to become town roads and others are to stay private, please indicate this here or on a map.) The following roads will

be Town Roads: _____. The following roads will be private: _____.

2. ROAD STANDARDS. The standards for right-of-way, design and construction of roads within the subdivision will be minimum town road specifications as called for in the County Subdivision Ordinance. Please check the appropriate statement:

NA The Town accepts the County minimum road standards, OR _____ The Town accepts the road with the following requirements (If the Town has other requirements regarding the Town standards for right-of-way width, maximum and minimum grades, width, depth, and type of base material, paving requirements, specifications on shoulders, ditches, culverts, cul-de-sac radius, erosion control, fencing and plating of vegetative cover, etc. **please indicate that here or attach a separate sheet.**)

3. LAND AND WATER RESOURCES DEPARTMENT REVIEW. We **DO** _____ **DO NOT** _____ want the County to send this subdivision to the Polk County Land and Water Resources Department for calculation of watershed-drainage area, sizing of culverts, specification of drainage ways, water detention areas and erosion control features in accord with those calculations and other appropriate technical standards.

4. SUITABILITY OF LOTS FOR SEPTIC SYSTEMS:

The County policy is to require all unsewered lots that are intended to have building development to be fully tested for suitability for on-site waste disposal in order to be approved for subdividing. The County will waive this requirement on request of the Town Board. If the Town Board requests a waiver, the County will place a statement on the survey map or plat document warning lot purchasers that the lots have not been tested.

Not all lot purchasers will see this statement and occasionally a lot will turn out not to be suitable. The usual remedy for this situation is a holding tank, which places the Town in a position of responsibility for maintenance of the tank if the owner fails to do so. Town Boards should weigh this possibility in deciding whether to waive soil testing for each lot.

THE TOWN BOARD requests _____ does NOT request _____ soil testing of the lots in this subdivision.

5. PARKLAND DEDICATION. Does the Town want any of the land within the subdivision to be dedicated to the Town for park purposes? YES _____ NO _____

6. FURTHER REVIEW

X The completion of this checklist by this Town Board is the only review we require of this subdivision.

_____ We consider this only a preliminary review. The subdivider is obligated to return with the plat or map to this Town Board at a future date for a formal review and decision to approve or disapprove.

DATED THIS _____ DAY OF _____, 20____, by The Town Board of the Town of _____, Polk County.

(Town Chair)

(Member)

(Member)

OR _____
(Town Clerk)

I attest that my signature represents the official position of the Town Board on these checklist questions.