

**Town of Townsend**  
**Comprehensive Planning Commission Meeting**  
**Tuesday, September 5, 2017**

The Comprehensive Planning commission for the Town of Townsend was called to order at 5:00pm on Tuesday, September 5, 2017 by Chairman Tim McGuire

**Commission members present:** Dan DeMoulin, Joanne Jones, Linda Adamczyk, William Dutton, Linda Ziegler, Tim McQuire, Vince McCabe. Also in attendance; Lisa Dorschner, Hugh W. Guy, Jr., Dan Martin.

**Confirm proper posting of meeting notices:** the notice was posted at the Townsend Town Hall, Townsend Post office and Karla's Kountry Kitchen, on Tuesday, August 29, 2017 and emailed to board members and additional copies were available at the meeting

**Approve June 6, 2017 Minutes:** Motion by Jones, 2<sup>nd</sup> by Dutton M/A

**Conditional Use Application for Parcel #042-3333118 – Land owner, Dorschner**  
Mobile Home Trailer is from 1996. This has been reconditioned and pictures show it in good shape. Lots 042-3333117 & 42-3333118 were combined into one lot July 24, 2017. The current Zoning district is R-1. (16994 E. Burnt Dam Rd)  
The proposal agrees with the town vision statement and agrees with the town goals, objectives and development strategies as found in the Town Comprehensive Plan. The trailer does not conform to the Town of Townsend Ordinance #02-2011, but due to the total reconditioning of this unit, the Town Planning & Zone Commission is recommending that this mobile home unit be allowed to be placed on this parcel. Motion made to accept the Mobile Home by Dutton, 2<sup>nd</sup> by Adamczyk, M/A

**Application for Land Division for Parcel #042-292905342 – Land owner, Nell.**  
Surveyor Hugh Guy, Jr. is requesting to segment lot #3 and create lot #4 (Birchwood Ln). Lot #4 does not meet the minimum water frontage of 150ft. Hugh Guy asked the committee to approve conditionally and he will change the lot lines between lot #3 and lot #4 before the Town Board meeting and have the certified survey map ready to show the conformity to the 150ft of frontage on Lot #4 at the ordinary high water mark. Dutton motioned to approve this land division, conditionally, 2<sup>nd</sup> by McCabe – M/A  
The proposal agrees with the town vision statement and the town goals, objectives and development strategies as found in the Town Comprehensive Plan.

Public Comment:

Martin asked if this commission would help with the design and development of the town. Lakewood applied and received a grant for their new building. Townsend is too highly assessed.

Other Business:

The Comp Plan needs to be updated. McGuire will contact Jayme Broehmer at the County to discuss what this would entail.

Next meeting Tuesday October 3, 2017 at 5:00 pm

Motion by Dutton to adjourn at 5:40, 2<sup>nd</sup> Adamczyk – M/A

approved 10/3/17