

**Rushford Township Planning Committee Meeting  
February 26, 2020**

Board and Committee Members Present: Zoning Administrator Tom Jackson, Town Chairman Tom Egan, Town Clerk Peggy Hendricks and planning committee members: Town Supervisor Pat Kafer, Dan Stokes, Rob Resop, Jim Moore and Nicole Bahn. Additional attendees included Marty Johnson and Justin Wilke.

The meeting was called to order by Chairman Dan Stokes at 7:00 P.M.

**Public hearing for conditional use permit and zoning change application on parcel 022-060112 for Justin and Samantha Wilke**

- Permit needed due to construction of shop/shed prior to primary residence
- Property has access on Quarry Drive as well as on County Hwy E
- Zoning formerly was GA (no longer used), now LER (5+ acres)
- Plan is to put a 30'x45' shop up first, color would complement the eventual house
- They hope to begin building the home next spring but the permit has three year timeline for contingency purposes

**Motion made by Kafer, seconded by Moore:** Recommend approval to the town board for a conditional use permit to be issued for parcel 022-060112 for construction of a shed which would to be built prior to the construction of a residence provided the home is constructed within the next three years. Kafer added that as long as all setback requirements for LER are met, the building dimensions for the shed can be slightly modified from the proposed 30'x45'.

**Old Business**

- Electrical permit ordinance
  - Effective January 1, 2020
  - Property owners and contractors/electricians are responsible for following ordinance - doing work without the proper permit could result in jeopardizing their licenses
  - Local municipalities can take on the enforcement otherwise the state would hire contractors to come in and do the inspections
    - Ones that are being handled by state go out for bid
      - Whoever wins the bid will be appointed to an area
        - Permits would then be issued through the state
        - Local handling would likely result in quicker turnaround
      - Either way, property needs to be inspected
      - Needed if power is disconnected and needs to be re-connected
    - Electrical permits required for seven property types: farms, public buildings/structures/premises, places of employment, campgrounds, public marinas/piers/docks/wharfs, manufactured home communities/parks and recreational vehicle parks.
      - Does not cover manufacturing or paper mills (as they have their own electricians)
      - Right now, this is being done for new homes in the township but not for additions, remodels, decks etc.
      - New service would require inspection but someone putting up a building and connecting it to panel on house would not

- Dept. of Safety and Professional Services would need to be contacted to clarify the question raised on if work was done by property owner (without a license) and then inspected
- Power companies do not regulate past the meter (that is what this ordinance covers)
- State requires municipality to become a licensed agency
- Permission granted for sharing sample ordinance for commercial electrical inspections that was distributed at the meeting
- Guest Martin 'Marty' Johnson (AFR Inspection Svc.) mentioned that he currently works with 15 municipalities and could also contract with the Town of Rushford
  - Permit charge will depend on the scope of the work. For instance, Town of Poygan is charging \$25 for the initial application and \$50 for each inspection. Minor alternations needed likely would not be charged another inspection fee. State charge is \$90/hour (minimum of one hour).
- Written contract would be needed – generally it is a two year contract with 90 day opt-out and automatic renewals. No taxpayer money involved - those who need the service pay the fee.

**Motion made by Kafer, seconded by Moore:** Recommend approval to the town board for adopting the sample commercial electrical ordinance to comply with SPS 316 and also to contract with Marty Johnson for inspection services.

**New Business:**

- Telephone call to zoning administrator
  - Suggestion for requiring a letter of credit for the estimated amount needed to tear down an accessory building. This was recommended by the caller for instances where a conditional use permit was granted for the building and a residence was not later constructed in the required timeframe.
  - The caller also suggested not allow all an owner's possessions to be bought out to property prior to the home construction.
- Discussion on revenue sources implemented by other municipalities
  - Driveways
    - Town of Omro homeowner put in a new driveway (charged \$800 in permits)
    - Driveway inspection needs to be done anyway
  - Wheel tax instituted by City of Green Bay

The meeting was adjourned at approximately 7:40 P.M. following a motion by Kafer and seconded by Bahn.

Submitted by Nicole Bahn – Fill-In Recording Secretary