

**Rushford Township Planning Committee Meeting  
May 29, 2019**

Board and Committee Members Present: Zoning Administrator Tom Jackson, Town Chairman Tom Egan, Town Clerk Peggy Hendricks and planning committee members: Town Supervisor Jerry Schoonover, Zoning Chairman Dan Stokes, Rob Resop, Bonnie Barkow and Recording Secretary Nicole Bahn. Additional attendees: Dan Kaderabek, Jim Moore and Russ Lee.

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

**Appointment of Zoning/Planning Committee Members**

- The three year term is up for committee member Nicole Bahn and the two year term is up for Town Board Representative Jerry Schoonover
  - Pat Kafer will replace Jerry Schoonover as the Town Board Representative
  - Jim Moore will replace Nicole Bahn as a committee member
- Russ Lee will continue to serve as the primary alternate, Nicole Bahn will serve as a back-up alternate
- In 2020, a three year term will be up for committee member Rob Resop
- **Motion** by Kafer, seconded by Bahn, will all in favor for the following appointments:
  - Chairman – Dan Stokes
  - Vice Chairman – Rob Resop
  - Recording Secretary – Bonnie Bartow

**Rewrite Update from Dean Kaderbeck**

- Kaderbeck presented a memo on proposed revisions to two chapters of the regulations – Chapter 1 (General Zoning) and Chapter 8 (Subdivision Regulations)
- Potential revisions in Chapter 1 included using building and structure definitions interchangeably and requiring accessory building setbacks per the zoning district requirements of the specific property.
  - The main concern was accessory structure guidelines for setbacks
- There was an old zoning district mentioned in Chapter 8 (A-2 – should be LER) and also a conflict in the matrix as it was not updated to match Chapter 1 (Table 1 replacement shown in memo)
- Will first be added to a board meeting agenda for discussion and a following town board meeting for adoption of the amendments to the ordinance (after approval by the zoning board)

**New Business**

- Discussion on:
  - Storage/shipping containers for homes
    - Question if they follow all other guidelines, including setbacks, as a stick built home?
    - Discussion on potentially requiring exterior color to be similar to surrounding building(s) if applicable
    - Case-by-case approval
  - Unlicensed vehicles
    - Per current ordinance, limited to one per property
      - Initial thought was this would allow for a ‘project’ car
      - Per vehicle definition, includes boats, campers, trailers, snowmobiles, ATVs etc.

- Does not currently specify if vehicle needs to be intact / partially dismantled
  - Question on what is the concern that was looking to be addressed – aesthetics? environmental? other?
  - Suggestion to consider limiting to one in high density areas such as RR and HDR, allow more in larger acreage zoning districts
  - Possibility to limit if visible versus in building / behind fence
  - Suggestion to consider sending a remainder out with 2019 tax bills
  - **Motion** by Kafer, seconded by Moore, with all in favor, for updating the ordinance to allow for three unregistered vehicles in the following zoning districts: SER, LER and GA – (Pat, Jim)
- Soft-sided structures
  - Previously discussed as part of rewrite update memo
  - Setbacks same as accessory structures per proposed revision
  - Suggestion to limit dimensions in higher density areas
- Semi-trailers in RR & HDR
  - Motion by Kafer, seconded by Resop, with all in favor for updating the ordinance to disallow semi-trailers in RR and HDR zoning districts.
    - Furthermore, Kaderabek asked to review definition as this should also include van bodies, storage/shipping containers over a certain size/dimension etc.
- Specific properties at:
  - 2501 Hwy 116
    - Assessor found a storage building that has been finished off on the inside.
    - Property owner considering a property division – would need a septic permit from the county.
    - Non-conforming right now due to two residences on one parcel.
    - Discussion on requiring an occupancy permit / inspection in the future if a building permit required?
  - Wayside Drive
    - Referred to Winnebago County due to the proximity to the water
  - Liberty School Road – parcel 022-010605
    - Concerns including safety and non-compliance
    - Fire number has now been ordered - 9681
    - 5.4 acre<sup>2</sup> lot, individual allegedly staying there approximately 4 days a week
    - Per ordinance 1.5.12 / 1.5.15 4(e), mobile home must be moved every 30 days, RV also located onsite, attached deck, wooden containers
    - **ACTION ITEM:** send letter detailing ordinance violations , sanitary complaint to be forwarded to Winnebago County
  - Albright Farms – rebuild is in footprint of old building technically non-conforming (if less than 50%)
  -
- Junk – had to define as often in the ‘eye of the beholder’
  - 4556 Eureka Road – owner in poor health, getting out of business, progress already made

- Reminder that there is no such thing as a property being grandfathered in – either it is conforming or non-conforming to the current ordinance
- Anonymous letter was received – discussion that town will follow the Winnebago County procedure of only acting on signed complaints. Further discussion on depending on the type of complaint, there is a difference between a concern from an adjoining landowner and another individual that may not have the same effects over a non-conforming property.

The meeting was adjourned at approximately 9:15 P.M. following a motion by Kafer and seconded by Bartow.

Submitted by Nicole Bahn – Recording Secretary