

**MINUTES OF THE
WATERTOWN PLANNING COMMISSION**
Regular Meeting Thursday, December 19, 2019

Donald Hendricks
Elizabeth Schulze
Jennifer O'Connell
Ali Parsons Towle
James Rivord
Jim Sandquist
Jim Kasheimer

1. Roll Call:

Chairman James Rivord called the Watertown Planning Commission meeting to order at 6:30 p.m. on Thursday, December 19, 2019, in the Council Chambers of City Hall. Commission Members present: Donald Hendricks, Jennifer O'Connell, Jim Sandquist, Ali Parsons Towle, Jim Kasheimer and James Rivord. Absent: Elizabeth Schulze. City Staff present: City Administrator Shane Fineran, Councilman Mike Walters, Building Official Scott Dorenfeld, City Attorney Jared Shepherd and Deputy Clerk-Treasurer Christine Dammann.

2. Adopt Agenda:

HENDRICKS MOVED AND PARSONS TOWLE SECONDED A MOTION TO ADOPT THE AGENDA AS PROVIDED; MOTION CARRIED 6-0.

3. New Business

A. Adopt meeting minutes from November 21, 2019

PARSONS TOWLE MOVED AND HENDRICKS SECONDED A MOTION TO ADOPT THE MINUTES AS PROVIDED; MOTION CARRIED 6-0.

B. 112 Jefferson Avenue NW Appeal:

City Attorney Jared Shepherd gave an overview of the appeal received from Richard & Patricia Vandercreek regarding their fence at 112 Jefferson Avenue NW. Shepherd also noted that there are actually two fences on the property and both fences are in violation of the City Code; a stop work order was also posted by the City Building Official. Fineran also noted that to this date no permit has been submitted.

Shepherd noted there are four main criteria the fence is against City Code.

1. The property owner did not pull a building permit
2. The height of the fence in the front yard of the property should not exceed 3' and is currently at 6'
3. The smaller fence within the yard is made of hog wire which is not an approved material
4. The fence is currently believed to be partly on the neighboring property

The appeal party and their legal council did not attend the appeal meeting, therefore, the Commission members were not able to direct their questions to them. Discussion took place among Commission Members.

PARSONS TOWLE MOVED AND SANDQUIST SECONDED A MOTION TO RECOMMEND THE CITY COUNCIL DENY THE APPEAL BASED ON THE FOUR CRITERIA THAT WERE NOTED BY THE CITY'S LEGAL COUNCIL, MOTION CARRIED 5-0; O'CONNEL ABSTAINED FROM VOTING.

This will be on the January 14th City Council agenda.

4. Adjournment:

There being no further business,

SANDQUIST MOVED AND KASHEIMER SECONDED A MOTION TO ADJOURN; MOTION CARRIED UNANIMOUSLY.

The Planning Commission meeting was adjourned at 7:05 p.m.

Chair, Jim Rivord

City Administrator, Shane Fineran