

## **Minutes of Roca Planning Commission**

**December 3, 2019**

The Roca Planning Commission met on December 3, 2019 at 6:30 p.m. in the Roca Community Center.

The meeting was called to order by Jenni Puchalla at 6:31 p.m. The following members were present: Alyssa Bartholomew, Seth Harris, Doug Malone, Jenni Puchalla, Lisa Schmutte, and Marge Shea. The following member was absent: Megan Zuver.

Present at the meeting were: Barry Fowler, Brady Fowler, and Garet Fordyce.

### **Approval of Minutes**

The minutes of the October 21, 2019 were given to members in printed form.

*A motion was made by Harris and seconded by Bartholomew to approve the minutes of the October 21, 2019 meeting. Motion carried by acclamation.*

### **OLD BUSINESS**

#### **Village Update**

Puchalla reported that Village Board granted variances requests to David and Michelle Malcom and to Jason Hill which had been denied by the Roca Planning Commission at the October 21, 2019 meeting. Jason Hill's variance request of 12 feet side wall height is related to the discussion of the amendment to Section 4.12 Accessory Buildings and Uses that is part of the business that we are addressing at tonight's meeting (December 3, 2019 – Public Hearing). Hill will be notified of the results.

### **NEW BUSINESS**

#### **Membership Expiration**

Puchalla stated that Malone's term had expired July 2018. Doug Malone stated that he wished to remain on the Planning Commission. The term will expire in 3 years – in December 2022.

*A motion was made by Puchalla to recommend the reappointment of Doug Malone. The motion was carried by acclamation.*

Puchalla stated that Megan Zuver's term had expired May 2019. Because Zuver was not present her term will be addressed at a future planning commission meeting and she will be notified by email of her term expiration.

Puchalla stated that Bartholomew's term had expired on July 2019. Alyssa Bartholomew stated that she wished to remain on the Planning Commission. The term will expire in 3 years – in December 2022.

*A motion was made by Puchalla to recommend the reappointment of Alyssa Bartholomew. The motion was carried by acclamation.*

The Roca Planning Commission met to discuss an amendment to the following section of the Village of Roca Zoning Requirements. The section that was discussed is printed as the following in the village zoning requirements:

**Section 4.12 - Accessory Buildings and Uses**

E. Detached garages and outbuildings in Residential District(s) used for storage or other similar purposes shall conform to the following minimum criteria:

1. Be constructed of materials that are similar to materials used in residential construction.
2. The side walls of said structure shall not exceed ten (10) feet in height.
3. The garage shall have an overhang of at least six (6) inches.
4. The garage shall have a maximum width of 36 feet.
5. Special consideration will be considered outside village limits, but within Roca’s jurisdiction.

The Planning Commission discussed the side wall height requirements for accessory buildings which are listed as “The side walls shall not to exceed ten (10) feet in height”. The amendment would change the zoning side wall height of a structure to “The side walls shall not exceed twelve (12) feet in height”. Puchalla said that Chris Ibsen (Village Board Chairman) supports the 12 feet recommendation for wall height. At this time no changes were recommended for the width of accessory buildings.

*A motion was made by Harris to approve the amendment for accessory building side wall height to be changed to twelve (12) feet from ten (10) feet. The motion was seconded by Shea. The motion was carried by acclamation.*

The next meeting of the Roca Planning Commission was not determined and will be scheduled in 2020.

There being no further business, the meeting was adjourned by Puchalla at 6:59 p.m.

Respectfully submitted,

Lisa Schmutte