

**Town of Union**  
**PLAN COMMISSION MONTHLY MEETING**  
**Minutes of Thursday, February 29, 2024**

The Town of Union Plan Commission monthly meeting was called to order by Chairman Alvin Francis at 6:30 p.m. on Thursday, February 29, 2024 at the Town of Union Town Hall, 15531 W. Green Bay Rd., Evansville, WI. Members in attendance included Chairman Francis, Ray Legris, Larry Meier and Pat Hartin. Building Inspector Bob Fahey and Clerk Regina Riedel were also in attendance. Derek Blume was absent.

**Review and approval of November 30, 2023 Minutes**

Motion to approve the minutes of the November 30, 2023 meeting as written made by Meier/Legris. Motion carried by unanimous voice vote.

**Public comment (5 minutes max. per issue)**

Alvin Francis inquired what the status of the final comp plan was; Riedel stated that getting the maps updated was the issue that delayed the process. Unsure if Whalen still has access to original maps. Riedel will send out the current draft to Plan Commission and Aaron Tachon.

**Public Hearing: Ordinance 2024-01, Amendment to Town of Union Code of Ordinances Section 17.09 (2)(A), to remove requirement for Site Plan Review for additional residential dwellings on a parcel or lot.**

Public hearing opened at 6:37 p.m.

Commission is unsure what the intent of this ordinance amendment is; Fahey is unsure why site plan review would be removed. Group believed that there was to be an ordinance amendment allowing A4 zoning within subdivisions; perhaps there was miscommunication with legal counsel regarding the amendment.

Public hearing closed at 6:55 p.m.

Motion to table adoption of Ordinance 2024-01, Amendment to Town of Union Code of Ordinances Section 17.09 (2)(A) made by Meier/Legris. Friendly amendment to motion to request that lawyer revisit the amendment, to clarify allowing A4 zoning in subdivisions, and to clarify who will conduct site plan reviews if the language is left in the ordinance, made by Legris/Hartin.

Motion carried by unanimous voice vote.

**Public Hearing: Ordinance 2024-02, Amendment to Town of Union Code of Ordinances Section 17.09(2)(L), to further clarify and define "Accessory Dwellings."**

Public hearing opened at 6:59 p.m.

Fahey would like the amendment to apply to each zoning classification if adopted. He expressed concerns that current "mother in law" suites could turn into rentals in the future, and the adoption of this amendment would address it. Additionally, Fahey was concerned that the term "accessory dwelling" may not be an accurate description appropriate to what actually occurs; to him it implies infers an extra building or home – is there another term that could be used?

Reidel suggested requesting that the lawyer update the definition of “accessory dwelling” within the ordinance to include descriptor of accessory dwelling to capture intent (in laws, adult child, etc).

Public hearing closed at 7:14 p.m.

Motion to table adoption of Ordinance 2024-02, Amendment to Town of Union Code of Ordinances Section 17.09 (2)(L), and request that legal counsel update definition of “accessory dwelling” and apply the amendment to all zoning classifications made by Legris/Hartin. Motion carried by unanimous voice vote.

**Public Hearing: Ordinance 2024-03, Amendment to Town of Union Code of Ordinances Section 17.02(2), clarifying Building Inspector duties; and Section 17.15(3)(D)(viii), to require proof of insurance for mobile home parks.**

Public hearing opened at 7:17 p.m.

Fahey clarified for the Commission the intent of both portions of the update.

Larry Meier asked what type of insurance is required of mobile home park owners – liability, property, etc.? Agreed by all that this should be clarified.

Public hearing closed at 7:22 p.m.

Motion to recommend adoption of Ordinance 2024-03, Amendment to Town of Union Code of Ordinances Section 17.02(2) and Section 17.15 (3)(D)(viii) including a clarification of the type of insurance to be required made by Meier/Hartin. Motion carried by unanimous voice vote.

Motion to adjourn made by Legris/Meier. Motion carried by unanimous voice vote. Meeting adjourned at 7:25 p.m.