

Farmington Plan Commission Minutes
Wednesday, April 2, 2025, at 9:00am
E913 Prairie View Ln
www.farmingtonwaup.gov

Call to Order: Meeting was called to order at 9:00am. Robert Karpinski, Plan Commission Chair, presided. The opening statement was given. Notices were properly published and posted.

Open Meeting Statement: This meeting and all meetings of this Town Plan Commission are open to the public. Proper notice has been posted and given to the press, in accordance with Wisconsin Statutes, so the citizens may be aware of the time, place and agenda of this meeting.

Roll Call: Robert Karpinski, Chair; Richard Kasza, Vice Chair; Craig Nelson, Town Board; Steve Rawson, Member; Dennis Trinrud, Member; Thomas Hanson, Member; Anjela Hamm, Secretary.

Approve Agenda: A motion by Craig Nelson, seconded by Thomas Hanson, to approve the Agenda. Motion carried by unanimous voice vote.

Approve Minutes from February 5, 2025, Plan Commission Meeting: A motion by Craig Nelson, seconded by Richard Kasza, to approve the minutes from February 5, 2025, Plan Commission Meeting. Motion carried by unanimous voice vote.

New Business:

- 1. Recognition of Jack Fulcher's years of service on the Town of Farmington Plan Commission.** Jack Fulcher, former Chair of the Plan Commission, was in attendance. Jack had been on the Farmington Plan Commission since 2006. Robert Karpinski (Chair) presented Jack with a plaque to honor his years of service on the Plan Commission.
- 2. Discussion of responsibilities of a Plan Commission with Waupaca County.** Planning & Zoning Director Ryan Brown and Deputy Director Jason Snyder attended the meeting to discuss the responsibilities of Farmington's Plan Commission. They explained that the Township maintains a Comprehensive Plan, which should be reviewed and updated every ten years. This Comprehensive Plan serves as a guiding document for the Plan Commission when considering requests. They explained the 3 types of requests we would receive from them including Comprehensive Plan Amendment, Zone Map Amendment, and Conditional Use Amendment. If a

proposal does not align with the Plan, the Commission is under no obligation to recommend approval for it. On the contrary, if a proposal is consistent with the Plan and recommended for approval by the Plan Commission, it must still receive final approval from the Town Board and the County. Act 67 made denying Conditional Use Amendments difficult. You need to submit substantial evidence for the denial; the County can help with denials and make sure we have everything needed to make a denial. The Plan Commission can deny something with conditions and that is highly suggested to do so instead of denying with no explanation.

The Plan Commission and Town Board have 45 days to submit their recommendation and the Town Boards decision on the recommendation. Extensions can be granted if more time is needed.

Ryan and Jason reiterated that the Plan Commission is a recommending body. The County relies heavily on the Plan Commission's recommendations when making its decisions. Ryan and Jason emphasized their availability and encouraged Commission members to reach out with any questions or concerns—they are more than happy to provide support. They are also available to help when it is time to revise the Towns Comprehensive Plan.

- 3. Issues/Projects Discussion - No Action Required.** Robert and Richard mentioned that item “New Business From the Floor” should be added to any Plan Commission Meeting agenda moving forward.

Adjournment: A motion from Craig Nelson, seconded by Richard Kasza, to adjourn at 9:31am. Motion carried by unanimous voice vote.

Submitted by,
Anjela Hamm - Plan Commission Secretary