



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING  
NOVEMBER 29, 2017**

- I. Call Meeting to Order.** The meeting was called to order at 7:00 p.m. by Chairman Randy Vogel.
- A. Official Meeting Notification.** The official meeting notice was read into the record by Gordon Hoffmann.
- B. Roll Call.** Members present: John Bales, Chad Johnson, Robert Hartwig, Marcy Bishop, Arlyn Johnson, Ray Heidtke, David Klug and Lester Steffen. Also present was Zoning Administrator Gordon Hoffmann and Clerk Julia Oliver.
- C. Approval of Agenda.** Motion by Bishop, seconded by Bales to approve the agenda. Motion carried.
- D. Approval of Minutes.** Motion by Heidtke, seconded by C. Johnson to approve the minutes of the October 25, 2017 meeting. Motion carried.
- II. Public Hearing – 7:00 p.m.**
- A. Conditional Use Permit for the Construction of Mini Storage Facilities per 4.07 (D) and 3.09 (12) of the Zoning Ordinance – Section 5, Parcel 0088, County Road NN – Joseph and Tracy Horbas.** The Notice of Public Hearing on Application for Conditional Use was read into the record by Hoffmann. Joseph and Tracy Horbas appeared to explain their request and had a display showing the proposed layout of the property. James Jens, Mary Jo and David Witte, Ken Weischel and Thomas Luba all spoke against the proposal citing water runoff and drainage issues, safety concerns, environmental issues and potential loss of property value.
- B. Close Public Hearing.** Motion by C. Johnson, seconded by Bishop to close the Public Hearing. Motion carried.
- III. Business**
- A. Any Town Citizen Comment on an Agenda Item.** There were no comments.
- B. Conditional Use Permit for the Construction of Mini Storage Facilities per 4.07 (D) and 3.09 (12) of the Zoning Ordinance – Section 5, Parcel 0088, County Road NN – Joseph and Tracy Horbas – Review and Action.** Hoffmann read through a draft of the Conditional Use Permit. Hoffmann noted the site plan needs to reflect the number of buildings being constructed in Phase 1 and once the engineering is done the site plan should reflect the retention pond location(s). Mr. Horbas stated he plans to have fencing around the facility, keypad access for unit renters and video monitoring as part of Phase 2. Horbas also stated he will have a civil engineer make sure there is not run off other than the run off to the retention ponds. After discussion,

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motion by Bales, seconded by Klug to table this agenda item until information noted is provided. Motion carried without a negative vote, Hoffmann summarized that the Commission will need a revised site plan showing only the mini storage facility including dimensions. The site plan should also include the fencing and landscape buffers. Additionally a preliminary storm water plan should be provided by an engineer.

- C. Outdoor Shelter – 2620 Country Aire Drive – Milwaukee Light Engineering Society – David Gehrke – Review and Action.** Gehrke appeared on behalf of the Milwaukee Light Engineering Society. Gehrke stated they are a 7 ½” gauge model train club comprised of sixty-eight members operating out of a facility on Country Aire Drive in the Town of Jackson. The club would like to add a pavilion to provide shelter. Hoffmann stated he has never received any complaints about the facility or the club. Motion by Bishop, seconded by Bales to approve the outdoor shelter (pavilion) for the Milwaukee Light Engineering Society. Motion carried without a negative vote.
- D. Preliminary Land Division – 2754 Western Avenue – Joe DiGangi – Review and Recommendation.** Joe DiGangi stated his in-laws, Charles and Margaret Schowalter would like to split off five acres of their property for Joe and his wife to build a home. The consensus of the Park and Planning Commission members is they would look favorably on the split subject to compliance with zoning requirements, access requirements and soil borings.
- E. Preliminary Accessory Structure Size Greater than 1500 square feet per 4.05 (N) – 3080 Jackson Drive – Kearns Management LLC – Review and Recommendation.** Property owner Louis Pagoudis appeared and explained he would like to build a 48’ x 88’ barn on his 20 acre parcel. Hoffmann stated the barn would need a Conditional Use Permit because the property is zoned rural residential, the house is the principal structure and therefore the new barn would be an accessory structure. The consensus of the Park and Planning Commission members is favorable however they strongly recommended Pagoudis talk with his neighbors before proceeding with the Conditional Use application.
- F. Zoning Administrator’s Report** – Nothing additional to report.
- G. Correspondence** – Nothing additional.

**IV. Adjournment** – Motion by Bales, seconded by Hartwig to adjourn. Motion carried.

**There will not be a December meeting. The next meeting will be held on January 31, 2018.**

Respectfully submitted,

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Gordon Hoffmann, Zoning Administrator

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Julia Oliver, Town Clerk