



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
MARCH 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, Dan Kufahl, Arlyn Johnson, Randy Vogel, Ray Heidtke, David Klug, and Lester Steffen. Also present was Zoning Administrator Gordon Hoffmann and Clerk Julia Oliver. Paul Huettl was excused.
- C. Approval of Agenda** – Motion by C. Johnson, 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 March 1, 2017 meeting. Motion carried.
- II. Business**
- A. Any Town Citizen Comment on an Agenda Item** – There were no comments.
- B. Mimosa Antenna Information – Riley Flaherty, Hexis LLC – For Location at 1736 Mill Road – Ross and Marcy Bishop, Owners** – Flaherty provided information on the wireless broadband network, handouts on the technical specifications and physical examples of the radio tower and dish. Flaherty stated that space is rented from the owners of the structure that the tower is placed on, in this case they would like to place the tower on the Bishop’s silo. It was the consensus of the Park and Planning Commission members that they are unsure how, or if regulation by the local municipality is required. Hoffmann will contact the Village and Town of Germantown to see how they have addressed the regulation of the small towers in their communities.
- C. Preliminary Land Division – 3571 Church Road – Eugene Kannenberg – Review and Recommendation** – David Klug recused himself from agenda item C. Surveyor Anthony Gromacki appeared with Eugene Kannenberg and explained the preliminary certified survey map that was presented to the Park and Planning Commission members. Gromacki stated the intention was to vacate the current drive and move the 66’ wide drive north and place it along the tree line; a two parcel CSM would be created and they would share the drive. After discussion it was agreed that a better plan would be to create a 3 parcel CSM to achieve the desired results for Kannenberg. Motion by Bales, seconded by Kufahl recommending Kannenberg direct his surveyor to create a three parcel CSM using the existing easement. Motion carried without a negative vote.
- D. Two (2) Parcel Certified Survey Map – Section 30 – Quintin C. Schowalter and Ann Marie K. Schowalter Joint Revocable Living Trust dated January 8, 2003, John D. Schowalter, Trustee – Review and Action** – Surveyor Donald Thoma appeared on behalf of the Schowalters to explain the proposed two parcel plus one outlot shown on the Certified Survey Map. The intention is to sell Lot 1 and Lot 2, but the Schowalters would retain the outlot and plant it with native species; eventually the outlot would be donated to some type of conservation land trust. Motion by A. Johnson, seconded by C. Johnson to approve the CSM for the Quintin C. Schowalter and Ann Marie K. Schowalter Joint Revocable Living Trust dated January 8, 2003, subject to correcting the

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owner's certificate, adding the soil boring information, and adding notations on the CSM that Outlot 1 cannot have buildings or vehicular access. Motion carried without a negative vote.

- E. Required (10) Ten Year Update to 2035 Comprehensive Plan – Discussion** – Hoffmann reported there is nothing new at this time.
- F. Conditional Use Permit – Lannon Stone Products, Inc. – Review and Action** – Hoffmann stated there have not been any issues. Motion by Bales, seconded by Klug to approve Conditional Use Permit J-17-002 for Lannon Stone Products. Motion carried without a negative vote. CUP J-17-002 will remain in effect until December 31, 2017 or until it is reviewed for annual reissuance at the first scheduled Park and Plan Commission meeting of the succeeding year.
- G. Park and Plan Annual Account Update** – Chairman Vogel stated he has received the Park Fund accounts annual summary from the Clerk. Hoffmann verified the funds are park fees, not impact fees.
- H. June Meeting Date Change** – Chairman Vogel is unable to attend the June 28th meeting. It was the consensus of the members to leave the meeting date as scheduled.
- I. Zoning Administrator's Report** – Hoffmann reported he received a call from Attorney James Danaher related to a potential land division of acreage on the northeast corner of Western Avenue and Maple Road. Hoffmann explained he was not sure if the Village of Jackson would allow the properties to hook up to the Village water supply.
- J. Correspondence** – Nothing additional from Hoffmann.

III. Adjournment – Motion by A. Johnson, seconded by Klug to adjourn. Motion carried.

Respectfully submitted,

Gordon Hoffmann, Zoning Administrator

Julia Oliver, Town Clerk