



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
AUGUST 23, 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 Hartwig, seconded by Steffen to approve the agenda. Motion carried.

D. Approval of Minutes. Motion by Heidtke, seconded by Bales to approve the minutes of the July 18, 2017 meeting. Motion carried.

II. Public Hearing – 7:00 p.m.

A. Conditional Use Permit for the Operation of a Seasonal Retail Trade in an A-1 Agricultural/Rural Residential District per Section 4.05(M) of the Zoning Ordinance - 2045 Mill Road, Chris and Diane Riechers. Chris Riechers explained he has a small landscape business and would like to operate out of the property he intends to purchase on Mill Road. Equipment that would be stored outside would be four trucks and seven trailers.

Public Comments:

- Mel Heckendorf commented that while business is welcomed in the town, he does not feel that the Mill Road area is conducive to a landscape business. M. Heckendorf also asked for clarification on the outside storage.
- Jeff Smith asked if the property will be owner occupied.
- Gary Heckendorf questioned the materials that would be stored outside. G. Heckendorf also questioned the effect a business operation would have on neighboring property values, if there would be additional traffic on Mill Road and the safety implications, and commented that a landscape business does not fit well in a residential area. G. Heckendorf also asked how long a Conditional Use Permit remains in effect.
- Jackie Flood seconded all the previous comments and noted she just purchased her house on Mill Road one year ago; Flood is concerned about the effect on property values and also the assurance the landscape business would not be an eyesore.
- Ross Bishop confirmed the property zoning would not change.

**Minutes of the Park and Planning Commission Meeting
August 23, 2017
Page 2**

- B. Close Public Hearing.** Motion by C. Johnson, seconded by Klug 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 for the Operation of a Seasonal Retail Trade in an A-1 Agricultural/Rural Residential District per Section 4.05(M) of the Zoning Ordinance – 2045 Mill Road, Chris and Diane Riechers, Review and Action.** The commission members discussed the addition of screening trees to soften the view, bringing job site refuse back to the property and business signage. Motion by C. Johnson, seconded by Heidtke to approve Conditional Use Permit J-17-004 for Chris and Diane Riechers with the conditions that there will be no more than four trucks and seven trailers on site, the north side of the property will have additional evergreen screening and there will not be a new pole building on the site. After discussion that included the new driveway material (gravel), limiting the size of the operation and number of employees, containment and location for the outside storage of materials, and the update of the site plan, friendly amendment by Heidtke, seconded by A. Johnson that Conditional Use Permit J-17-004 item 3 (C) referencing Exhibit A, the site plan, will be updated to show the items agreed to during the discussion and be resubmitted to the Park and Planning Commission for review and final approval. Motion carried without a negative vote. The original motion by C. Johnson, seconded by Heidtke was stated by Chairman Vogel; roll call vote: Bales – yes, C. Johnson – yes, Hartwig – yes, Bishop – no, A. Johnson – yes, Vogel – yes, Heidtke – yes, Klug – yes, Steffen – yes. Motion carried.

- C. Certified Survey Map – Jodi Wank, Pioneer Road – Review and Recommendation.** Surveyor Don Thoma appeared representing Jodi Wank. The survey map indicated the property split to create “Lot 1”, a parcel of approximately 5 acres being split from the original 18 acres. It was the consensus of the Park and Planning Commission that access to the parcel must be established. Motion by Bales, seconded by Klug recommending the Town Board approve the Certified Survey Map for Jodi Wank subject to the parcel receiving approval for a driveway access. Motion carried without a negative vote.

- D. Sign Approval – Payne & Dolan Inc., Dan Feldner, 677 Pleasant Valley Road.** Feldner stated Payne & Dolan would like to improve the current signage; a rendering of the sign and landscaping was presented for review. Motion by Bales, seconded by Bishop to approve the new sign and landscaping for Payne & Dolan, Inc. Motion carried without a negative vote.

**Minutes of the Park and Planning Commission Meeting
August 23, 2017
Page 3**

E. Zoning Administrator's Report – Hoffmann reported the issue in Crosswind Farms subdivision that was noted last month is being resolved between the neighbors. Hoffmann reported that the Stoney Creek subdivision has five properties that have done work in the Town right-of-way (ditches) without Town permission, to tie in the discharge lines from the homeowners sump pump. The Town Board will address this issue at their next meeting.

F. Correspondence – Nothing additional.

IV. Adjournment – Motion by A. Johnson, seconded by Steffen to adjourn. Motion carried.

The next meeting will be held on September 27, 2017.

Respectfully submitted,

Gordon Hoffmann, Zoning Administrator

Julia Oliver, Town Clerk