



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
JANUARY 31, 2018**

- 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, Robert Hartwig, Marcy Bishop, Arlyn Johnson, Ray Heidtke, David Klug and Lester Steffen. Also present was Zoning Administrator Gordon Hoffmann and Clerk Julia Oliver. Chad Johnson was excused.
- C. Approval of Agenda.** Motion by Heidtke, seconded by Bishop to approve the agenda. Motion carried.
- D. Approval of Minutes.** Motion by Bales, seconded by Hartwig to approve the minutes of the November 29, 2017 meeting. Motion carried.
- II. Business**
- A. Any Town Citizen Comment on an Agenda Item.** There were no comments.
- B. Certified Survey Map – 2988 Church Road – John Clemens – Review and Recommendation.** Hoffmann reminded the Park and Planning Commission members that Mr. Clemens appeared at the March 1, 2017 meeting to explain his desire to sell off one acre of his land to the owners of the 34 acres of land that surrounds his property. The Park and Planning Commission unanimously voted to recommend the Town Board approve the proposed land division for Mr. Clemens at the March 1, 2017 meeting. Mr. Clemens had a survey done by Brad Johnson from New Frontier Land Surveying and is waiting for the final copy in order to have it reviewed by the Town Board. Motion by A. Johnson, seconded by Klug confirming the previous (March 1, 2017) recommendation that the Town Board approve the Certified Survey map for John Clemens. Motion carried without a negative vote.
- C. Preliminary Review - Mini Storage Facilities – 4270 Hwy P – Kevin Dittmar – Review and Recommendation.** Dittmar provided a detailed presentation of his proposed plans to develop the parcel at 4270 Hwy P. The proposal includes mini storage facilities and paved lot storage at the back of the parcel, and potential future commercial or retail development along the front of the parcel. Dittmar has approached the Washington County Highway department and is aware of the improvements that will be needed on CTH P in order for them to approve the access for the project. Dittmar feels neighboring properties will not be negatively impacted and noted that parcels in the area include power lines, a storage facility and a lot with two large barns and semi-trailers. Dittmar provided drawings that showed the proposed buildings appearance and noted they are finished to be aesthetically pleasing. Dittmar said the parcel is ten acres, and the storage facility would be fenced and gated for security. After discussion the consensus of the Commission was the use would be a good fit for the area. Hoffmann stated Dittmar would need to apply for a Conditional Use Permit and a public hearing is required.

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D. Preliminary Land Division – 4411 Pleasant Hollow Road – Stan Steinike - Review and Recommendation. Mr. Steinike appeared and stated he would like to split his current property into three parcels. He would continue to live on one parcel and would like the two new parcels for land development. The parcels have been perc approved for mound systems. Steinike noted he understands he may only be able to split off one lot but would prefer two lots if possible. After discussion the members stated they have no strong objections to splitting off one lot. Hoffmann told Steinike the next step would be to apply for rezoning of his property.

E. Zoning Administrator’s Report – Nothing additional to report.

F. Correspondence – Nothing additional.

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

The next meeting will be held on February 28, 2018.

Respectfully submitted,

Gordon Hoffmann, Zoning Administrator

Julia Oliver, Town Clerk