



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING  
MAY 30, 2018**

- I. Call Meeting to Order.** The meeting was called to order at 6:30 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, Joe 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 absent. Also present was Attorney Eric Larson.
- C. Approval of Agenda.** Motion by C. Johnson, seconded by Steffen to approve the agenda. Motion carried.
- II. Closed Session per WI Stats. 19.85(1)(g) – Conferring with legal counsel about strategy regarding current or likely litigation, specifically Conditional Use Permit.**
- A. Motion to go into Closed Session.** Motion by Heidtke, seconded by C. Johnson to move into closed session. Roll call vote: Bales-aye, C. Johnson-aye, Kufahl-aye, A. Johnson-aye, Vogel-aye, Heidtke-aye, Klug-aye, Steffen-aye. Motion carried.
- B. Reconvene into Open Session.** Motion by Heidtke, seconded by Klug to reconvene into open session. Motion carried without a negative vote.
- III. Reconvene Meeting – 7:00 p.m.**
- A. Approval of Minutes.** Motion by Bales, seconded by C. Johnson to approve the minutes of the April 25, 2018 meeting. Motion carried.
- IV. Business**
- A. Any Town Citizen Comment on an Agenda Item.** Paula Luba, 4781 Maple Road commented on item B. James Jens, 4823 Maple Road commented on item B and submitted a copy of his comments in written form to Clerk Oliver. Mary Jo Witte, 2313 CTH NN commented on item B. Attorney Ian Prust, O’Meara Law Firm commented on item B. Ken Weichsel, 2353 CTH NN commented on item B. Jeremiah Deck, 4851 Maple Road commented on item B. David Witte, 2313 CTH NN commented on item B. Thomas Luba, 4781 Maple Road commented on item B.
- 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 T7 0088, CTH NN – Joseph and Tracy Horbas – Reconsider Previous Action.** No action.

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- C. Conditional Use Permit for the Operation of a Landscaping and Trucking Business as a Home Industry per Section 4.06(F) of the Zoning Ordinance – Section 3 – Krystal DeRuyter d/b/a DeRite Shine Commercial Services LLC – Review and Action.** Krystal DeRuyter did not attend the meeting; at the April Park and Planning Commission meeting she was directed to meet with her neighbors and return with proof that she has spoken with them. Hoffmann stated he has not been contacted by Krystal DeRuyter. Motion by Bales, seconded by Klug to deny the Conditional Use Permit. The motion was rescinded. The Park and Planning Commission members directed Hoffmann to send a letter to DeRuyter providing a deadline for her to return to the Park and Planning Commission to submit the proof she has fulfilled the directive to meet with her neighbors.
- D. Preliminary Land Division Review – Section 27 – Delwyn Groth – Review and Recommendation.** Don Thoma, Accurate Surveying & Engineering presented a concept plan illustrating how Delwyn Groth would like to divide parcels he owns in section 27 into 3 platted lots, and one area of unplatted land. The large unplatted section of land will be purchased by the current tenant who has a farming operation and the three platted lots will be sold separately. After discussion the Park and Planning Commission members asked Thoma to address the following: 1. Provide a minimum of 120’ access frontage for lot 2, 2. Plat the entire area – all four lots instead of just the three with remaining land unplatted, 3. Ensure Washington County will grant access to lot 1 from CTH G, 4. Complete soil borings to ensure lots are buildable.
- E. Review Accumulation of Material per 5.04(D) and Driveway within 5 Feet of a Lot Line per 5.06(A) of the Zoning Ordinance – Ken Klug – 1349 Sandy Lane – Review and Action.** Hoffmann sent notification to Mr. Klug regarding the complaints received and requested his attendance at this meeting. Hoffmann reminded the members of the complaints received and showed the photos he has of the situation. Mr. Klug stated he is working on removing the debris. After discussion, motion by C. Johnson, seconded by Heidtke to approve a two month time period for Mr. Klug to clean up the debris on the property, remove the culvert(s) and to relocate his drive 5’ from the property line; all must be completed by July 30<sup>th</sup>. Mr. Hoffmann will review the progress in two months and report his findings to the Park and Planning Commission.
- F. Zoning Administrator’s Report** – Hoffmann had nothing additional to report.
- G. Correspondence** – Hoffmann had no correspondence.
- V. Adjournment** – Motion by A. Johnson, seconded by Kufahl to adjourn. Motion carried.

**The next meeting will be held on June 27, 2018.**

Respectfully submitted,

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Gordon Hoffmann, Zoning Administrator

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Julia Oliver, Town Clerk