



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
AUGUST 29, 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, Chad Johnson, Joe Kufahl, Arlyn Johnson, Randy Vogel, Ray Heidtke and Lester Steffen. Also present was Zoning Administrator Gordon Hoffmann and Clerk Julia Oliver. David Klug was excused and Paul Huettl was absent.
- C. Approval of Agenda.** Motion by C. Johnson, seconded by Heidtke to approve the agenda. Motion carried.
- D. Approval of Minutes.** Motion by Bales, seconded by Steffen to approve the minutes of the July 25, 2018 Park and Planning Commission meeting. Motion carried.
- II. Business**
- A. Any Town Citizen Comment on an Agenda Item.** There were no comments.
- B. For the Construction of Mini Storage Facilities per 3.09(A)(12) of the Zoning Ordinance – 4416 CTH P – Ken Koepf – Review and Action.** Mr. Koepf provided the members with revised drawings that incorporated the changes recommended by the Park and Planning Commission; the buildings were rotated 180 degrees and the single load building is located on the south side of the site with the back of the building facing south, and the access drive for the double loaded building is located along the north lot line. Additionally the landscaping was increased to provide better screening. A lighting plan for the site was provided and it was noted the brightness of each fixture has been decreased and there are no fixtures on the south side of the south building. Motion by Bales, seconded by Steffen to approve the plan submitted by Koepf for the mini storage buildings. Motion carried without a negative vote.
- C. Certified Survey Map – Section 27 – Delwyn A. Groth – Review and Recommendation.** Hoffmann stated that Surveyor Don Thoma and property owner Delwyn Groth were unable to attend the meeting. Hoffmann reported that Thoma provided a revised CSM that showed three platted lots and the soil boring notations; Hoffmann received the soil borings report. Hoffmann noted Washington County has stated they will grant drive access to CTH G for Lot 1 and has provided options to Groth via email. A. Johnson stated he would have like information on why Lot 2 has a narrow strip running between Lot 3 and neighboring CSM 4486. Motion by Kufahl, seconded by

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Steffen to recommend the Town Board approve the Certified Survey Map for Delwyn A. Groth. Motion carried without a negative vote. It was noted the fees for the review will need to be paid in the amount of \$1,850.

- D. Certified Survey Map – Section 7 – Stan Steinike – Review and Recommendation.** Steinike appeared and stated the WI DNR had approved drive access through the wetland and this is shown on the CSM. Motion by A. Johnson, seconded by C. Johnson to recommend the Town Board approve the Certified Survey Map for Stan Steinike subject to the payment of fees. Motion carried without a negative vote.
- E. Zoning Administrator’s Report.** Hoffmann stated SEWRPC will attend the September meeting to assist with the Comprehensive Plan update. Hoffmann will request documents from Ben McKay so that the Clerk can provide them to the Park and Planning Commission members prior to the meeting
- F. Correspondence.** Nothing additional.

The next meeting will be held on September 26, 2018.

- III. Adjournment** – Motion by A. Johnson, seconded by Bales to adjourn. Motion carried.

Respectfully submitted,

Gordon Hoffmann, Zoning Administrator

Julia Oliver, Town Clerk