



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING  
JANUARY 29, 2014**

- I. Call Meeting to Order** – The meeting was called to order at 7:15 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, Diane Behm, Robert Hartwig, Paul Huettl, Arlyn Johnson, Chairman Randy Vogel, Ray Heidtke, David Klug, and Lester Steffen. Also present was Zoning Administrator Gordon Hoffmann and Clerk Oliver.
  - C. Approval of Agenda** – Motion by Huettl, seconded by Heidtke to approve the agenda. Motion carried without a negative vote.
  - D. Approval of Minutes** – Motion by Steffen, seconded by Hartwig to approve the minutes of the November 20, 2013 meeting. Motion carried without a negative vote.
  
- II. Public Hearing – 7:20 p.m.** – The Public Hearing was called to order by Chairman Vogel.
  - A. Conditional Use Permit to Allow Parcel to be Used as a County Park per Proposed Section 4.05(O) and Section 4.09 of the Zoning Ordinance – 4636 Hwy. P – Washington County** – The Notice of Public Hearing on Application for Conditional Use Permit was read into the record by Hoffmann. Scott Schmidt, representing Washington County presented a layout of the proposed Park. Schmidt detailed the proposed shelter which would not have lighting or electrical service, and the standard “County Park signage at the entrance. There were no comments from the public.
  - B. Close Public Hearing** – Motion by Huettl, seconded by Hartwig to close the public hearing. Motion carried without a negative vote.
  
- III. Business**
  - A. Any Town Citizen Comment on an Agenda Item** – There were no comments.
  - B. Amendment of Section 2.15 – Increase Minimum Penalty Forfeiture – Review and Recommendation** – Motion by Huettl, seconded by Klug recommending the Town Board adopt the amendment of Section 2.15 to increase the minimum penalty forfeiture. Motion carried without a negative vote.
  - C. Create Section 4.05(O) – Permit Public Parks as Conditional Use Permit in A-1 Agricultural/Rural Residential District – Review and Recommendation** – Motion by Huettl, seconded by Bales recommending the Town Board adopt the creation of Section

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4.05(O) to permit public parks as a Conditional Use Permit in the A-1 Agricultural/Rural Residential District. Motion carried without a negative vote.

- D. Amend Section 4.12 Wireless Telecommunication Facility – Review and Recommendation** – Motion by Huettl, seconded by Klug recommending the Town Board adopt the amendment to Section 4.12 Wireless Telecommunication Facility. Motion carried without a negative vote.
- E. Conditional Use Permit to allow Parcel to be Used as a County Park per Proposed Section 4.05(O) and Section 4.09 of the Zoning Ordinance – 4636 Hwy. P – Washington County – Review and Action** – Motion by Huettl, seconded by Behm to approve Conditional Use Permit J-14-002 as amended, subject to the Town Board adoption of the ordinance creating 4.05(O) of the Zoning Ordinance which would allow public parks as a conditional use in the A-1/Agricultural/Rural Residential District. Motion carried without a negative vote.
- F. Temporary Hours of Operation Expansion per Conditional Use Permit J-09-005 3.3 – April thru June 2014 – 675 Pleasant Valley Road – Payne & Dolan Inc. – Review and Action** - Motion by Huettl, seconded by Hartwig to allow for the expansion of hours of operation from April thru June 2014 for Payne & Dolan Inc., operating under CUP J-09-005. Motion carried without a negative vote.
- G. Washington County Landmark Application – 1125 Western Avenue – Joseph and Jerry Borchard, Owners – Discussion** – Hoffmann provided the commission members with an update on the application made to the Washington County Landmark Committee by Joseph and Jerry Borchard to have the property located at 1125 Western Avenue, Town of Jackson (the blacksmith shop located in Kirchhayn) designated as a landmark.
- H. Building Inspectors Report – 2013** – Hoffmann provided the commission members with a summary report of 2013 building inspection activity; the total value of permits issued was \$9,587,008.
- I. Zoning Administrator’s Report** – Hoffmann reported on a Hwy. 60 property that was sold with a portion of land split off that is now inaccessible (created an island). The Lannon Stone CUP will be on the agenda next month; Lannon Stone has purchased the stone house property next to the quarry. The Sigmund arbitration is ongoing.
- J. Correspondence** – Hoffmann – Nothing additional. Chairman Vogel reported he received a summary of the 2013 Park Fund bank balances and activity from the Clerk’s office.
- IV. Adjournment** – Motion by Johnson, seconded by Huettl to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Gordon Hoffmann, Zoning Administrator

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Julia Oliver, Town Clerk