



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
OCTOBER 30, 2013**

- 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, Diane Behm, Robert Hartwig, Paul Huettl, Arlyn Johnson, Chairman Randy Vogel, Ray Heidtke, and David Klug. Lester Steffen was excused. Also present was Zoning Administrator Gordon Hoffmann. Treasurer Paul Eilbes clerked the meeting.
- C. Approval of Agenda** – Motion Huettl, seconded by Behm to approve the agenda. Motion carried without a negative vote.
- D. Approval of Minutes** – Minutes of the September 25, 2013 meeting were read by Hoffmann. Motion by Heidtke, seconded by Hartwig to approve the minutes. Motion carried without a negative vote.
- II. Business**
- A. Any Town Citizen Comment on an Agenda Item** – There were no comments.
- B. Two (2) parcel Certified Survey Map to Split Lot 13 and Attach to Lots 12 and 14 – Appellation Ridge Subdivision – Kerry Zimmerman – Review and Action** – Chuck Bongard, a managing partner for the subdivision, explained the reason for the split. Primary concern is the narrowness of Lot 13, and the limitations on the size of house that could be built. Subdivision covenant does allow for the split. Johnson asked if the Village of Jackson needs to be notified regarding any water or sewer laterals that would require abandonment. Hoffmann said he would review with the Village. Motion by Huettl, seconded by Klug to recommend to the Town Board to approve the split. Motion carried without a negative vote.
- C. Proposal to Amend penalties per Section 2.15 of Title X – Review and Recommendation** – Hoffmann presented draft copies of the proposed change to Section 2.15. Hoffmann explained that the change was recommended by the Town Attorney in order to raise the minimum daily forfeiture amount. Motion by Johnson, seconded by Bales to recommend the amendment to the Town Board for public hearing. Motion carried without a negative vote.

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D. Zoning Administrator's Report – Hoffmann presented draft Ordinance J-13-003 to the Commission for review for discussion at the next meeting. This Ordinance would repeal and recreate Section 4.12 of the Town of Jackson Municipal Code regarding wireless communication towers to bring the Municipal Code into conformance with revised State Statutes and federal limitations on local zoning authorities.

E. Correspondence – There was no further correspondence.

The next meeting will be held on Wednesday, November 20, 2013, at 6:30 PM, immediately prior to the Joint Ad-Hoc Committee meeting.

III. Adjournment – Motion by Heidtke, seconded by Huettl to adjourn. Motion carried without a negative vote.

Respectfully submitted,

Gordon Hoffmann, Zoning Administrator

Paul A. Eilbes, Treasurer