



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
FEBRUARY 24, 2016**

- 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, Randy Vogel, Ray Heidtke, David Klug, and Lester Steffen. Also present was Zoning Administrator Gordon Hoffmann and Clerk Julia Oliver. Member Diane Behm was excused.
- C. Approval of Agenda** – Motion by Hartwig, seconded by Steffen to approve the agenda. Motion carried.
- D. Approval of Minutes** – Motion by Bishop, seconded by Heidtke to approve the minutes of the October 28, 2015 meeting. Motion carried.
- II. Business**
- A. Any Town Citizen Comment on an Agenda Item** – There were no comments.
- B. Proposed Construction of an International Student House – 2230 Living Word Lane – Living Word Lutheran School – Quasius Construction, Inc. – Review and Action** – Mike Kelly, Blue Ribbon Management presented the plans for the proposed 6 unit, 21 bed student dormitory that would be built on the west side of the school campus. It was noted a lighting and landscaping plan needs to be submitted. Motion by Heidtke, seconded by Klug to approve the proposed International Student Housing for Living Word School. Motion carried without a negative vote.
- C. Proposed Ball Diamond Modifications – Jackson Town Hall – 3146 Division Road – Jackson Area Youth Baseball – Pat Sullivan – Review and Action** – Pat Sullivan, JAYBA presented a proposal for the addition of a T-ball diamond on the south side of the gravel drive between the playground and the pavilion. Additionally Sullivan would like to add outlets on the pitcher mounds of fields 3 and 4 so that extension cords don't have to be used to run the pitching machines. Motion by Bishop, seconded by Johnson recommending the Town Board authorize JAYBA to install the electrical outlets on fields 3 and 4, and construct a T-ball field on the area south of the gravel drive between the pavilion and the playground; both items will be completely funded by JAYBA with no expense to the Town. Motion carried without a negative vote.

**MINUTES OF THE PARK AND PLANNING COMMISSION
FEBRUARY 24, 2016
PAGE 2**

- D. Zoning Amendment for Sport Court Use in Residential Districts – Review and Recommendation** – Hoffmann stated the item has been discussed at previous meetings; the process would require an amendment to the zoning ordinance by creating section 4.06(P) to allow for sport courts for private recreational use in any Residential District. If the amendment is approved, then a conditional use permit can be issued under 4.06(P) for sports court installation. After discussion it was the consensus of the Park and Planning Commission that there should be an addition to the ordinance amendment stating the sports court must be located ten (10) feet from any structure. Motion by Bales, seconded by Bishop recommending the Town Board hold public hearing to consider the amendment to the Zoning Ordinance. Motion carried without a negative vote.
- E. Park & Plan Fund 2015 Annual Account – Review and Action** – After review, motion by Klug, seconded by Steffen to approve the annual account report as presented.
- F. Building Inspectors Report 2015** – Hoffmann distributed the 2015 Building Inspectors Report for each member to review.
- G. Zoning Administrator’s Report** – Nothing additional to report.
- H. Correspondence** – Nothing additional.

The next meeting will be held on Wednesday, March 30, 2016.

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

Respectfully submitted,

Gordon Hoffmann, Zoning Administrator

Julia Oliver, Town Clerk