



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
JUNE 25, 2014**

- 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, Dan Kufahl, Paul Huettl, Ray Heidtke, David Klug, and Lester Steffen. Also present was Zoning Administrator Gordon Hoffmann and Clerk Oliver. Arlyn Johnson and Diane Behm were excused.
- C. Approval of Agenda** – Motion by Heidtke, seconded by Klug to approve the agenda. Motion carried.
- D. Approval of Minutes** – Motion by Steffen, seconded by Huettl to approve the minutes of the May 28, 2014 meeting. Motion carried.
- II. Business**
- A. Any Town Citizen Comment on an Agenda Item** – There were no comments.
- B. Certified Survey Map – Living Word Lutheran High School – 2230 Living Word Lane – Kristin McGraw – Review and Action** – Hoffmann commented that there were no changes to the CSM; there was an adjustment for the easement. Hoffmann noted the Village approved the map at their last meeting. Motion by Huettl, seconded by Bales to approve the Certified Survey Map for Living Word High School, and to recommend the Town Board approve the Certified Survey Map at their next meeting. Motion carried.
- C. Certified Survey Map - Scott and Richard Luenberg – 3322 and 3314 Hwy. P – Review and Action** – It was noted the CSM is being done to create the 20’ wide utility easement to allow for sewer and water to both parcels in the future. Motion by Huettl, seconded by Klug to approve the Certified Survey Map for Scott Luenberg and Richard Luenberg, and to recommend the Town Board approve the Certified Survey Map at their next meeting. Motion carried.
- D. DNR Parking Lots – Jackson Marsh Wildlife Area – Dawn Luehrs – Information** – Hoffmann stated he received information from Luehrs that the WI DNR will be increasing the size of their four parking lots in the Town; two lots are on Pleasant Valley Road, one lot is on County M and one lot is on County G. Hoffmann further explained the Town has no control over DNR land and that this was an informational agenda item only.
- E. Zoning Administrator’s Report** – Hoffmann reported on a complaint received from David Tucholka about his neighbor’s property located at 2542 Dove Drive. The property

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owner, Lyle Oldenburg passed away in 2013 and the property has gone into disrepair. Hoffmann explained there is very little the Town can do to assist Mr. Tucholka at this time.

F. Correspondence – Nothing additional.

III. Adjournment – Motion by Bales, seconded by Steffen to adjourn. Motion carried.

Respectfully submitted,

Gordon Hoffmann, Zoning Administrator

Julia Oliver, Town Clerk