



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING  
SEPTEMBER 25, 2013**

- I. Call Meeting to Order** – The meeting was called to order at 7:00 p.m. by Vice-Chairman David Klug.
  - A. Official Meeting Notification** – Clerk Oliver confirmed the meeting was properly noticed.
  - B. Roll Call** – Members present: John Bales, Diane Behm, Robert Hartwig, Paul Huettl, Arlyn Johnson, Ray Heidtke, Vice-Chairman David Klug, and Lester Steffen. Chairman Randy Vogel and Zoning Administrator Gordon Hoffmann were excused. Also present was Clerk Oliver.
  - C. Approval of Agenda** – Motion Johnson, seconded by Steffen to approve the agenda. Motion carried without a negative vote.
  - D. Approval of Minutes** – Motion by Heidtke, seconded by Hartwig to approve the minutes of the August 28, 2013 meeting. Motion carried without a negative vote.
- II. Public Hearing – 7:00 P.M.**
  - A. Conditional Use Permit for the Installation and Use of an Accessory Energy System per 4.10(D) of the Zoning Ordinance – 1451 Western Avenue – Scott Semerad** – The Notice of Public Hearing on Application for Conditional Use Permit was read into the record by Clerk Oliver. A draft of the proposed Conditional Use permit was provided. Scott Semerad explained the proposed use and the proposed location of the Accessory Energy System. There were no public comments.
  - B. Close Public Hearing** – Motion by Huettl, seconded by Behm 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. Conditional Use Permit for the Installation and Use of an Accessory Energy System per 4.10(D) of the Zoning Ordinance – 1451 Western Avenue – Scott Semerad – Review and Action** – Mr. Semerad answered questions from the Commission pertaining to the chimney height, distance from other structures and overall property size. Motion by Johnson, seconded by Huettl to approve Conditional Use Permit J-2013-008 for Scott Semerad. Motion carried without a negative vote.
  - C. Proposed Community Based Residential Facility Amendment – Review and Action - .**

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Vice-Chairman Klug reminded the Commission members that the Town Board held a public hearing on September 12, 2013 at 7:00 PM in order to hear comments on the following:

To Create Section 3.03 (A)(20) of the Zoning Ordinance to Read: Community living arrangements which have a capacity for eight (8) or fewer persons, subject to the limitations set forth in Section 60.63 of the Wisconsin Statutes.

To Amend Section 4.06 (C) of the Zoning Ordinance to Read: Community living arrangements which have a capacity for nine (9) or more persons in the R-1 and R-2 Residential Districts and the A-1 Agricultural/Rural Residential Districts.

There were no comments from the public at the Town Board hearing. Vice-Chairman Klug commented that Zoning Administrator Hoffmann had explained the proposed community based residential facility amendment to the Commission members at the August meeting. Motion by Hartwig, seconded by Steffen to recommend the Town Board approve the changes to the Zoning Ordinance. Motion carried without a negative vote.

**D. Correspondence** – There was no correspondence.

**IV. Adjournment** – Motion by Bales, seconded by Heidtke to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Julia Oliver, Town Clerk