



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
MARCH 30, 2011**

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 notification was announced by Gordon Hoffmann: "This is a public meeting of the Town of Jackson Park and Plan Commission. Prior to this meeting, notice was given to the public by posting at the appropriate places in the municipality and additional notice of this meeting was sent to the following news media who have filed requests for all public notices: The West Bend News, Milwaukee Journal Sentinel, WBKV Radio Station and Express News."
- B. Roll Call** - Members present: Domenic Foti, Diane Behm, Arlyn Johnson, Chairman Randy Vogel, Robert Hartwig, Paul Servais, David Klug and Lester Steffen. Also present was Zoning Administrator Gordon Hoffmann and Clerk Oliver. Everett Russell was excused.
- C. Approval of Agenda** – Motion by Robert Hartwig, seconded by Lester Steffen to approve the agenda. Motion carried.

II Public Hearing - 7:00 P.M. – The Notice of Public Hearing on Application for Conditional Use Permit was read into the record by Gordon Hoffmann.

- A. Conditional Use Permit for the Construction of an Accessory Structure Greater than 1500 Square Feet in Total per 4.05(N) of the Zoning Ordinance – 1915 Western Avenue – James and Nicole Feilbach** – Mr. Feilbach commented the structure was only going to be for personal use, located on the property per the site map provided. P. Dano, a resident on Hummingbird Lane commented.
- B. Close Public Hearing** – Motion by Paul Servais, seconded by Domenic Foti to close the Public Hearing. Motion carried.

III Business

- A. Any Town Citizen Comment on an Agenda Item** – There were no comments.
- B. Conditional Use Permit for the Construction of an Accessory Structure Greater than 1500 Square Feet in Total per 4.05(N) of the Zoning Ordinance – James and Nicole Feilbach – Review and Action** – Motion by Paul Servais, seconded by David Klug to approve Conditional Use Permit J-11-004 for James and Nicole Feilbach, 1915 Western Avenue. Motion carried.
- C. Lannon Stone Products, Inc. Owner / Payne & Dolan, Inc. Lessee – Business Sign for Lessee – 677 Pleasant Valley Road – Review and Action** – Jeff Williams representing

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Payne & Dolan presented the proposed signage for the west side of the entrance to the Lannon Stone facility. The proposed sign will be constructed with design and materials similar to the Lannon Stone sign, there will not be any lighting. Motion by Domenic Foti, seconded by Robert Hartwig to approve the business sign for Payne & Dolan, Inc. Lessee at 677 Pleasant Valley Road. Motion carried.

- D. David's Star / Bertram Communications Tower – 2740 David's Star Drive – Update –** Gordon Hoffmann commented the permitting process is moving forward with the modifications to item I regarding the tower type and item H the \$10,000 escrow, with a ten (10) year review; he is awaiting the signed agreement between David's Star and Bertram to include as an attachment to the Conditional Use Permit.
- E. Strawberry Glen Subdivision – Section 13 – Update –** Gordon Hoffmann provided a summary of items discussed at a recent meeting between Attorney Riffle, Matt Neumann, Chairman Servais, Gordon Hoffmann and Clerk Oliver regarding the culvert ends, and moving forward with Phase II of Strawberry Glen. Attorney Riffle will provide a memo recommending a course of action (culvert ends) to the Town Board.
- F. Valleywood Subdivision – Section 4 – Update –** Gordon Hoffmann reported on the sewer issues (joints failed, leakage – repair to be made by the Village and the Developer); the Town is delaying issuing a road opening permit until all conditions required by the Town Attorney and Town Engineer have been agreed to by Park Bank. Park Bank has taken the property from the developer, Thomson Corporation.
- G. Approval of the Minutes –** Motion by Lester Steffen, seconded by David Klug to approve the minutes of the February 23, 2011 meeting. Motion carried.
- H. Zoning Administrator's Report –** Deb Silenski of Washington County Planning and Parks Department will be presenting an update on Farmland Preservation at the May 25, 2011 Park and Planning Commission Meeting. The Joint Village/Town Planning Group met on March 17, 2011; there was nothing new discussed, just a review of the Valleywood issues.
- I. Correspondence –** Nothing additional to report. Randy Vogel thanked Paul Servais for his many years of service to the Park and Planning Commission. Paul Servais reminded the members of the Annual Town Meeting scheduled for April 12, 2011. **The next meeting will be Monday, April 25, 2011.**

IV Adjournment – Motion by Domenic Foti, seconded by Lester Steffen to adjourn. Motion carried.

Respectfully submitted,

Gordon Hoffmann, Zoning Administrator

Julia Oliver, Town Clerk