



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING  
NOVEMBER 28, 2018**

- 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, Chad Johnson, Joe Kufahl, Paul Huettl, Arlyn Johnson, Randy Vogel, Ray Heidtke, David Klug and Lester Steffen. Also present was Zoning Administrator Gordon Hoffmann and Clerk Julia Oliver.
- C. Approval of agenda.** Motion by Huettl, seconded by Steffen to approve the agenda. Motion carried.
- D. Approval of minutes.** Motion by Heidtke, seconded by C. Johnson to approve the minutes of the October 31, 2018 Park and Planning Commission meeting with the correction. Motion carried.
- II. Business**
- A. Any town citizen comment on an agenda item.** There were no comments.
- B. Kettle Moraine Lutheran High School – Building addition – 3399 Division Road – Review and recommendation.** Jody Hansen, KMLHS and Eric Drazkowski, Excel Engineering appeared to provide plans for a building addition at Kettle Moraine Lutheran High School. Drazkowski summarized the details in the plan set (a copy was provided to each Park and Planning Commission member), and noted the south side of the building would be screened from the neighbors with evergreens, the fire lane was being extended to the new area and the new storm sewer would tie into the existing system. After discussion which included distances from property lines, paving of gravel areas, written comments received from town engineer Matthew Clementi and lighting; motion by C. Johnson, seconded by Huettl to recommend the KMLHS building addition move forward with the notation that the “K” value on the lighting be reduced, the wall pack and pole lights face downward, including correcting existing to consider the lighting impact on neighbors to the south, and the inclusion of the town engineer recommendations. Motion carried without a negative vote.
- C. Zoning amendment – Section 3.03(A)(9)(a)(b)(c) keeping of domestic livestock and poultry –Review and recommendation.** Hoffmann stated he was recommending the changes to the zoning ordinance based upon concerns from the October 31, 2018 Park and Planning Commission meeting, specifically adding 25’ setback requirements and limiting the number of roosters to zero. Motion by Bales, seconded by C. Johnson to

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recommend the Town Board hold a public hearing for proposed Ordinance J-18-003. Motion carried without a negative vote.

- D. Non-compliance and additional zoning ordinance violations after Board of Appeals hearing of May 21, 2018 – Timothy Lodwick – 1447 Hwy 60.** Hoffmann provided a historical summary of the events which lead up to his notice requesting Lodwick to appear at the Park and Planning Commission meeting. Lodwick applied for, a hearing was held, and the Board of Appeals granted his request for construction of an accessory structure greater in size than allowed by the zoning ordinance, provided the existing accessory structure would be razed when the new structure is complete. Hoffmann issued the building permit and Lodwick started construction; however, other attachments to the existing building were constructed, trailers were installed with the addition of metal screening, and junk accumulated. Hoffmann provided photos for reference. Hoffmann noted that there was exposed electrical wiring as part of the construction. Recently Lodwick began constructing large berms on the property. Timothy Lodwick and Attorney Victor Allen appeared and stated the need arose for immediate storage due to his eviction from the warehouse that he had been using. Lodwick stated the trailer is not attached to the building, and it is being used to store the materials for the construction of the new accessory structure. Hoffmann cited 5.04 of the zoning ordinance which stated the trailer is also noncompliant. After discussion, motion by C. Johnson, seconded by Huettl directing Timothy Lodwick to remove the trailer at 1447 Hwy. 60 within sixty days. Motion carried without a negative vote. Hoffmann asked Lodwick how much longer it would take to prepare the new building for final inspection, noting that once the occupancy permit is granted the other building could be razed as specified by the Board of Appeals. After discussion, motion by A. Johnson, seconded by C. Johnson directing Timothy Lodwick to raze the existing building within ninety days. Motion carried with one dissenting vote. During further discussion about the new berms on the property, Lodwick stated he is moving the dirt around to be used as backfill when he constructs a new retaining wall.
- E. Meng Thao – 1204 Pioneer Road – Keeping of domestic livestock and poultry greater in number per Section 3.03 (A)(9), construction of accessory structures without permits greater than 864 square feet, and removal of posted Stop Work order – Review and recommendation.** Hoffmann reported that all the sheep and poultry have been removed, the coop has been broken down and the property has been cleaned up. Thao appeared and stated he would like to keep the carport structure but will move it so it is located near the garage. Hoffmann thanked Thao for his cooperation. No review or recommendation needed.
- F. Land division - Mel Heckendorf – 3252 Maple Road – Review and recommendation.** Heckendorf and neighbor Guy Maciejewski appeared. Heckendorf explained he would

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like to sell Maciejewski a piece of his property in order to “square off” the flag shaped Maciejewski property and also increase the size to a five acre parcel. After discussion the Park and Planning Commission consensus was the request makes sense; Heckendorf is advised to return to the commission with a certified survey map for review.

**G. Zoning Administrator’s report.** Hoffmann reported notice has been sent to Eric Seatz, 3323 Country Aire Drive regarding renovation of the lower level of the barn located on the property for living quarters without a permit, and is non code compliant.

**H. Correspondence.** Nothing additional.

**The Commission does not meet in December; the next meeting will be held on January 30, 2019.**

**III. Adjournment** – Motion by Bales, seconded by C. Johnson to adjourn. Motion carried.

Respectfully submitted,

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Gordon Hoffmann, Zoning Administrator

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Julia Oliver, Town Clerk