



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
FEBRUARY 27, 2019**

- 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 Heidtke, seconded by Klug to approve the agenda. Motion carried.
- D. Approval of minutes.** Motion by Huettl, seconded by Steffen to approve the corrected minutes of the February 6, 2019 Park and Planning Commission meeting. Motion carried.
- II. Business**
- A. Any town citizen comment on an agenda item.** There were no comments.
- B. Preliminary Land Division – Mike Truntz/Spotted T Farms – 1511 Western Avenue – Review and Recommendation.** Truntz appeared and stated he would like to divide his parcel into three lots in order to separate out the house and some surrounding land. The driveway for the property would be accessed from Western Avenue and that would split the remaining land into two lots. Hoffmann stated a certified survey map would be needed to create the three lots and he referenced Section 2.08 of the Zoning Ordinance noting each parcel must have access to Western Avenue. A. Johnson commented that consideration must be given to how each parcel might be divided in the future and recommended smoothing out the choppiness of the driveway illustrated on the drawing provided by Truntz. Vogel stated the Commission had no objection to the division but that Washington County must be contacted to ensure they will allow access to Western Avenue for each of the three lots that would be created.
- C. Preliminary Land Division – Sara King – 2715 Pleasant Valley Road – Review and Recommendation.** King appeared and provided a multipage document detailing her request to rezone her 7.75 acre parcel from A-1 to R-1, and proposing the division of the rezoned parcel into a five lots. King explained her proposal is based on clustered residential development. After discussion which included comments regarding the parcel size related to cluster development, shared road access and minimum road width for emergency vehicle access, and proposed lot size, the consensus of the Park and

**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
FEBRUARY 27, 2019
PAGE 2**

Planning Commission is that they would prefer larger lots, noting that a division into 4 lots would be more agreeable.

- D. Preliminary Land Division – Richard Deming – 838 Wildflower Lane – Review and Recommendation.** Deming appeared and stated he has owned the 7 acre parcel at 838 Wildwood Lane since 1991. Deming would like to divide the seven acres into three parcels: A, B and C. Lot C where his current home is located will be sold, lot B is where he would build a new home and lot C would be purchased by the neighbor to the south (tax key T7 063600T). There is currently a shed on proposed lot B and the new house would have to be built behind the shed. The proposed lots B and C would be approximately 3 acres each with the remaining 1 acre being purchased by and attached to the neighboring parcel. Hoffmann explained that Deming would have to create a land division (CSM), and then submit a building permit application, which would be denied by Hoffmann because the shed is in front of the proposed house. Then Deming would request a Board of Appeals hearing for the new home.
- E. Land Use Complaints – Patrick Knetter – 1364 Sherman Road – Review and Recommendation.** Hoffmann explained that his office and the Town Clerk’s office have received complaints relative to the use of the property at 1364 Sherman Road. Hoffmann noted a permit was issued in 2005 and construction began; only the basement was completed. In 2008 Hoffmann issued a new permit but no additional construction was done. Knetter stated he purchased the 14.92 acre property in February 1996. He is out at the property most days watching the birds and enjoying nature. Knetter stated things are collecting on the property and he admits things need to be cleaned up; he has materials related to his work as a mason, two truck, as well as several brush piles from clearing out the ash trees on the property. Motion by Heidtke, seconded by Huettl directing Knetter to clean up the property by June 1, 2019, and have Hoffmann inspect the clean-up completed on the property and report back to the Park and Planning Commission at the June meeting. Motion carried without a negative vote.
- F. Reconsider Proposed Ordinance J-18-003 – Non-approval by Town Board – Review and Recommendation.** Hoffmann provided the revised draft of the ordinance to the commission members and stated the verbiage for a 25’ set back remained, section 3.03(A)(9)(c) provided for the rooster limits and the acreage classification chart was incorporated into the document. Motion by Bales, seconded by Huettl to recommend the Town Board adopt the amendment to Section 3.03 (A)(9)(a)(b)(c)(d) of the Zoning Ordinance. Motion carried without a negative vote.
- G. Zoning Administrator’s Report.** Hoffmann reported that he has received requests for information from attorney Don Levy related to the Eric Seatz conversion of a barn to living quarters without permits or authority. A. Johnson suggested Hoffmann send a

**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
FEBRUARY 27, 2019
PAGE 3**

“Notice of Violation” to Seatz. Hoffmann summarized the Village comments in a recent newspaper article related to additional water connections for Town residents, (none will be provided). Hoffmann reported the Village did approve a water connection for the Krueger property on Maple Road; the lot existed but no construction had begun prior to the water extension from the Village.

H. Correspondence. Nothing additional.

The next meeting will be held on March 27, 2019.

III. Adjournment – Motion by Heidtke, seconded by Huettl to adjourn. Motion carried.

Respectfully submitted,

Gordon Hoffmann, Zoning Administrator

Julia Oliver, Town Clerk