



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING  
MARCH 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, 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. Chad Johnson was excused.
- C. Approval of agenda.** Motion by Huettl, seconded by Steffen to approve the agenda. Motion carried.
- D. Approval of minutes.** Motion by Bales, seconded by Klug to approve the minutes of the February 27, 2019 Park and Planning Commission meeting. Motion carried.
- II. Business**
- A. Any town citizen comment on an agenda item.** Mr. and Mrs. Ziemer commented on item E.
- B. Certified Survey Map review - Richard Deming, 838 Wildwood Lane - review and action.** Deming appeared with the Certified Survey Map. Deming explained his neighbor is interested in purchasing Lot 1 but has just moved into his new home and needs some time to get his finances settled. Hoffmann noted that if the neighbor does not purchase Lot 1 then it would be attached to Lot 2. Motion by Heidtke, seconded by Huettl to recommend the Town Board approve the Certified Survey Map for Richard Deming. Motion carried without a negative vote.
- C. Preliminary land division - Mike Truntz/Spotted T Farms, 1511 Western Avenue - review and recommendation.** Truntz appeared with a revised concept plan that reduced the land division from three lots to two lots, and changed the “meandering driveway” to a straighter drive that is 66’ in width. Truntz commented he has received approval for the culvert from Washington County. Chairman Vogel stated all the issues raised by the Park and Planning Commission members at the February 27<sup>th</sup> meeting have been addressed; Truntz was advised to return with a certified survey map for the proposed land division.
- D. Modified barn plans for landscaping and lawn service use - Eric Seatz, 3323 Country Aire Drive - review and action.** Hoffmann reported Seatz is unable to attend due to illness. After a brief review of the barn plans that Seatz provided to Hoffmann the commission consensus is that further discussion will be required.

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- E. Town of Jackson Comprehensive Plan, preliminary draft update - Ben McKay, SEWRPC - review and recommendation.** McKay explained that Part 1 of the draft confirmed population projections and provided an overview of the land use map updates, as well as additional detail to the land use category descriptions. Part 2 separates out the Town of Jackson information from the *Joint Village and Town Comprehensive Plan 2035* in order to fulfill the mutual desire by the Town of Jackson and the Village of Jackson to create two separate comprehensive plans while updating. After discussion McKay summarized the changes that are still needed: 1. Remove “Affordable Housing” from section 2-9, 2. Add language to the document that a major element of the update is making the 2035 comprehensive plan section (Part 2) Town of Jackson specific, 3. Add language to the Part 1 “streets and highway” section so that the town is not held to “village” standards of gutters, bike paths, etc. as part of future road construction, 4. Update section 9 to eliminate the “joint” implementation process (McKay asked for the town attorney to provide guidance with this section), 5. Eliminate the “Joint Planning” stipulation that is included in the document. McKay stated he will make the requested changes to the draft document and appear at the next meeting for Park and Planning Commission review.
- F. Business name changes for CUP J-17-001, Arborscape Inc. to Acer Tree and Landscape, LLC – review and recommendation.** Hoffmann explained that Arborscape has discontinued business. Matt and Kari Hartwig have established a new business called Acer Tree and Landscape. Motion by Huettl, seconded by Kufahl to update CUP J-17-001 with the new company name. Motion carried without a negative vote.
- G. Lannon Stone Products, Inc., CUP J-17-004 – change escrow account to letter of credit – review and recommendation.** Bobby Elmer from Lannon Stone appeared and explained that currently there is \$50,000 in a bank account that would provide for reclamation if the quarry ceased operating. Lannon Stone would like to replace the asset account with a bank letter of credit, and increase the amount to \$95,000. After discussion motion by Bales, seconded by Klug to table action on the change requested by Lannon Stone. Motion carried without a negative vote.
- H. Zoning Administrator’s Report.** Hoffmann reported that Timothy Lodwick, 1447 STH 60 has not met the sixty day (January 28, 2019) deadline to remove the semi-trailer from his property nor the ninety day (February 28, 2019) deadline to raze the existing accessory structure; photos illustrating the failures were provided. Hoffmann stated he has received new complaints related to signage Lodwick has on the property and the vehicle repair business he is running on the property.
- I. Correspondence.** Hoffmann stated that Tim Zimmerman wants to move a house from Germantown to a lot on Center Road; the house would be located on one of the Groth parcels at 3071 Center Road. The consensus of the commission members is that

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they do not have any issues with the move. Heidtke expressed concern related to potential road damage. Hoffmann reported he attended a meeting called by the Washington County Planning and Parks department to discuss “streamlining” the permit application review process. After hearing the County recommendation of moving additional responsibilities to the local municipal building inspector, Hoffmann advised the County staff that he would not support their proposal.

**The next meeting will be held on April 24, 2019.**

**III. Adjournment.** Motion by Bales, seconded by Huettl to adjourn. Motion carried.

Respectfully submitted,

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Gordon Hoffmann, Zoning Administrator

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Julia Oliver, Town Clerk