



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING  
JUNE 26, 2019**

- I. Call meeting to order.** The meeting was called to order at 7:00 p.m. by Chairman David Klug.
- 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, Marcy Bishop, Robert Hartwig, Arlyn Johnson, David Klug, Randy Vogel and Richard Deming. Also present was Zoning Administrator Gordon Hoffmann and Clerk Julia Oliver. Ray Heidtke asked to be excused.
- C. Approval of agenda.** Motion by Hartwig, seconded by Bishop to approve the agenda. Motion carried.
- D. Approval of minutes.** Motion by Bales, seconded by Bishop to approve the minutes of the May 29, 2019 Park and Planning Commission meeting. Motion carried.
- II. Business**
- A. Any town citizen comment on an agenda item.** There were no comments.
- B. Certified Survey Map – Pat Seidensticker – 721 CTH NN – review and action.** Hoffmann reminded the Park and Planning members that Seidensticker would like approval for the certified survey map that attaches a triangle section of parcel T7 0003 to parcel T7 0011. Hoffmann provided the commission members with the Washington County GIS map that showed the location of the parcels. A. Johnson noted the easement for overhead wires was not shown on the certified survey map and it should follow the lot line. After discussion, motion by C. Johnson, seconded by Bales directing the owner to correct the certified survey map to show the placement of the easement, noting it should be entirely on or entirely off the parcel, and then resubmit the corrected map to the Park and Planning Commission for action. Motion carried without a negative vote.
- C. Ten parcel subdivision plat – Dale and Rebecca Ziemer – Sherman Road – Review and Action.** Dennis Bush of Insight Advisors appeared on behalf of the Ziemers to explain a proposed 10 parcel cluster development for the land owned by the Ziemers on Sherman Road. Bush noted the proposal dedicates 40% of the land to green space specifically to preserve trees. After discussion which included the number of lots, the location of the access road, and access to the adjacent property on the NW corner of the land, the consensus of the commission members is that the plan is generally acceptable but they would like to see the road right on the property line. Bush (and the Ziemers) must make changes to the plan to address the plan commission comments, petition for a Conditional Use Permit, and show the mound system and well locations for each lot on the plan. Hoffmann noted the cluster development would be by Conditional Use Permit but a Developer's Agreement would also be required.

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- D. Preliminary land division – Dorothy Shumway – 548 Pioneer Road - review and recommendation.** Shumway appeared and explained she would like to give her daughter five acres so she can build a house. The consensus of the commission members was that Shumway should create the division by continuing the split straight back along the driveway to create a rectangular lot rather than the flag shaped lot she proposed. Motion by A. Johnson, seconded by Bales to approve the concept of the land division into two lots, each a minimum of five acres with 66’ of road frontage subject to shared driveway access, and also subject to mound system approval. Motion carried without a negative vote. Hoffmann stated the next steps for Shumway are to create a certified survey map showing the land division with soil borings and the shared drive.
- E. Conditional Use Permit J-18-004 Amended – Lannon Stone Products, Inc. – review and action.** Hoffmann confirmed CUP J-18-004 Amended was approved at the last meeting but the attorney has recommended some changes to the content. Hoffmann summarized the changes for the commission members. After discussion motion by A. Johnson, seconded by Vogel to approve Conditional Use Permit J-18-004 Amended as updated with the recommended changes by Attorney Andringa, subject to the irrevocable letter of credit being provided in a form approved by the Town Board. Motion carried without a negative vote.
- F. Notice of Noncompliance – J-19-002 – Timothy Lodwick, 1447 STH 60 – review and recommendation.** Hoffmann provided a history of the situation beginning with the Board of Appeals hearing on May 21, 2018 when an accessory structure was requested for a classic car. Since that time other situations have occurred which caused the issuance of a notice of noncompliance on May 15, 2019 noting section 5.04(C) of the zoning ordinance; Lodwick was given until June 15, 2019 to bring the property into compliance. Hoffmann shared photos that were taken on June 17, 2019 during his follow-up inspection which illustrated three trucks with the boxes being used for storage, parts of vehicles as well as the bottom of a semi-trailer (the trailer was supposed to have been removed), truck trailers being used for parts storage, and the fencing that Lodwick erected is noncompliant because it exceeds six feet in height. Hoffmann noted the photos of the inside of the garage are self-evident as to the business occurring. Lodwick appeared and stated he has not received an occupancy permit for the garage which he wants to use for storage. Discussion included positive comments from the commission members regarding Lodwick’s landscaping efforts, and negative comments about all the debris on the property, noting it “looks like a salvage operation”, and Hoffmann stating he has no problem issuing the occupancy permit. Motion by Bales, seconded by Vogel ordering Lodwick to clean up all unsightly debris on his property located at 1447 STH 60 by August, 15, 2019, and if not cleaned up then code enforcement procedures will be followed by the town. Motion carried without a negative vote. For further clarification the members noted just because a fence was erected it cannot be used to hide debris, the fencing must follow the contour of the land and at no point be higher than six feet, all vehicles must be registered and in use, and junk stored in truck beds is not acceptable.
- G. Zoning Administrator’s report.** Hoffmann reported he sent a letter to Patrick Knetter and asked him to attend the June meeting to provide an update relative to the cleanup compliance for his property at 1364 Sherman Road. Knetter appeared and reported the property is about 35% cleaned-up but all of the trucks are still on the site. Hoffmann stated he will continue to monitor the progress and the commission members asked the item to be placed on the September 2019 agenda.

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**H. Zoning Administrator's Report.** Hoffman reported there is a \$950,000 home being built on Pleasant Valley Road.

**I. Correspondence.** There was no correspondence.

**The next meeting will be held on Tuesday, July 30, 2019.**

**III. Adjournment.** Motion by A. Johnson, seconded by Vogel to adjourn. Motion carried.

Respectfully submitted,

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Gordon Hoffmann, Zoning Administrator

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Julia Oliver, Town Clerk