



**MINUTES OF THE SPECIAL JOINT MEETING OF THE
PARK AND PLANNING COMMISSION AND TOWN BOARD
MAY 26, 2021**

- 1. Call meeting to order, Pledge of Allegiance, and announcement of meeting notice** – The meeting was called to order at 7:00 PM by Chairman Dave Klug. The Pledge of Allegiance was recited, and Clerk Julia Oliver confirmed the meeting notice.
- 2. Roll call, Park and Planning Commission** – Members present: John Bales, Chad Johnson, David Behringer, Marcy Bishop, Arlyn Johnson, David Klug, Robert Hartwig and Richard Deming were present. Randy Vogel was excused. Also present were Zoning Administrator Jim Micech, Town Attorney Tim Andringa and Clerk Julia Oliver.
- 3. Roll call, Town Board** – Members present: Joe Kufahl and Steven Fischer, as well as previously noted Marcy Bishop, David Behringer and Town Chairman Robert Hartwig.
- 4. Approval of agenda** – Motion by Bales, seconded by Bishop to approve the agenda as amended. Motion carried.
- 5. Approval of the March 31, 2021 minutes** – Motion by Behringer seconded by Deming to approve the minutes of the March 31, 2021 Park and Planning Commission meeting. Motion carried.
- 6. Resident comment on any agenda item.** Park and Planning Commission member Chad Johnson, 2988 Crosswind Trail stepped down from the dais to comment favorably on agenda item 11 as a town resident.
- 7. Jackson Area Youth Baseball Association – Greg Winn, JAYBA Chairman, Update on progress and discussion on future field expansions and future projects.** Winn did not attend the meeting and an update was not presented.
- 8. Discussion and action – Mel Heckendorf, Certified Survey Map of parcel T7 0730 00Z.** Heckendorf and surveyor Tony Gromacki attended and explained the purpose of the revised CSM is to attach a small parcel that is located at the intersection of Maple Road and Sherman Road to the larger neighboring parcel of 21 acres. Motion by Hartwig, seconded by C. Johnson to recommend Town Board approval of the Certified Survey Map for Mel Heckendorf. Motion carried without a negative vote.
- 9. Discussion and possible action – Carl Scholz and Jeff Scheunemann, Country Aire Project, LLC – request to rezone parcel T7 0315 from B-2 and A-1 to (all) A-1, and to amend the 2050 Comprehensive Plan Map accordingly.** Scholz and Scheunemann appeared and reminded the members that during the March meeting it was discovered that part of the land he is proposing be developed had a sliver on one parcel that was zoned B-2.

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Scholz would like the zoning on the parcel to be A-1 in entirety and to have the 2050 Comprehensive Plan map updated to reflect the change in zoning. Motion by A. Johnson, seconded by Bishop to recommend the Town Board approve the rezoning of the parcel from B-2 and A-1 to A-1, and to amend the 2050 comprehensive plan map to reflect the update. Motion carried without a negative vote.

10. **Town Board - Discussion and possible action – Carl Scholz and Jeff Scheunemann, Country Aire Project, LLC – set a date and time for a Public Hearing to rezone parcel T7 0315 to A-1, and amend the Comprehensive Plan Map.** Hartwig explained a public hearing is required prior to acting on the rezoning request and 2050 Comprehensive Plan Map amendment request. Motion by Behringer, seconded by Kufahl to hold a Public Hearing at a Special Town Board meeting on June 30, 2021. Motion carried without a negative vote.

11. **Discussion and possible action – Robert and Dawn Hartwig and Shawn and Jessica Maney, 649 Hwy 60, Cedarburg – request to amend Conditional Use Permit J-13-003.** Robert Hartwig recused himself from this agenda item and sat in the audience. Shawn Maney explained they have entertainment such as music, a magician, and a drummer, and special events such as the Haunted Swamp. Maney also stated they host school field trips in the fall, and they would like to expand them to the spring and summer and make them educational tours. Maney stated they would like to add corporate and family event bookings, as well as host market days where outside vendors can sell mostly farm products and craft items. Maney would like to expand the open hours to midnight with a clear out time of 12:30 AM for weddings and corporate events. Maney explained the reason he would like to offer camping onsite for those participating in the family events or for the market vendors. Maney stated he is considering applying for a wine and beer license from the town because guests have requested it. Maney responded to questions asked by the commission members – he noted he would need to rent large tents for weddings with the cost being paid by the customer, he would use port-a-pots for bathrooms, but the larger events would probably want the trailers with flushing toilets. Micech stated that the town ordinance states a new Conditional Use Permit be issued to address all the changes; it would not be an update to J-13-003. Bishop asked if there have been noise complaints (no) and Micech reported he has a call into the County about camping restrictions. C. Johnson asked if Maney had any idea on the number of weddings or corporate events that might be held and if they had an idea on how many field trips would be booked. Maney stated pre-COVID he thought they handled approximately 1700 kids for field trips. Maney stated normal opening time is 10:00 AM but they do take school tours as early as 8:30 AM. Deming asked about traffic concerns and Maney stated there has only been one accident in 12 years. A. Johnson asked about parking if the ground is wet, and Maney stated they get wood chips if necessary. Micech stated a Public Hearing must be held prior to the issuance of a new Conditional Use Permit.

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Motion by Bales, seconded by C. Johnson to old a Public Hearing on June 30th for Conditional Use Permit and directing Micech to draft the document. Motion carried without a negative vote.

Hartwig rejoined the commission as a member seated at the dais.

- 12. Presentation only – Jeremy Prochnow, homeowner/Jeremy Hartsuiker, C&C Courts, Inc. – 3053 Crosswind Trail – Conditional Use Permit request to install a sports court in the rear residential yard.** Hartsuiker appeared and explained the proposed sports court purpose, location related to lot lines and lighting. Hartsuiker reported the Homeowners Association has already approved the sports court and none of the neighbors have voiced complaints or concerns. A. Johnson asked for clarification on the height, location, and K-value of the lighting. It was noted this is a multisport court, not just basketball and the light pole will face the house. Micech asked Hartsuiker to return on June 30th with answers to the questions from the commission members.
- 13. Discussion and possible action – Chairman Klug – playground inspections.** Klug confirmed playground equipment inspections are being done (yes – by town staff) and noted the playground area needs additional playground chips. Motion by C. Johnson, seconded by Bishop recommending the Town Board add the playground chips to the area as needed. Motion carried without a negative vote.
- 14. Zoning Administrator’s Report.** Micech reported he already has two items for the June meeting; Weas Development is returning with additional information on the senior housing development and Sarah King has a Certified Survey Map ready for review.
- 15. Correspondence and announcements.** Micech had nothing additional.
- 16. Adjournment.** Motion by A. Johnson, seconded by Bales to adjourn. Motion carried, meeting adjourned.

Respectfully submitted,

Jim Micech, Zoning Administrator

Julia Oliver, Town Clerk