



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING  
AUGUST 29, 2012**

**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, Diane Behm, Everett Russell, Dan Kufahl, Arlyn Johnson, Chairman Randy Vogel, Ray Heidtke, David Klug and Lester Steffen. Also present was Zoning Administrator Gordon Hoffmann, Joint Parks and Recreation Director Kelly Valentino and Clerk Oliver.

**C. Approval of Agenda** – Motion Steffen, seconded by Heidtke to approve the agenda. Motion carried without a negative vote.

**D. Approval of Minutes** – Motion by Russell, seconded by Behm to approve the minutes of the July 25, 2012 meeting. Motion carried without a negative vote.

**II. Public Hearing**

**A. Conditional Use Permit for the Operation of a U.S. Fistball Complex (4 Courts) per Section 3.14(C) and 4.09 – 3146 Division Road - Kelly Valentino** - The Notice of Public Hearing on Application for Conditional Use Permit was read into the record by Hoffmann. Kelly Valentino briefly explained the fistball court project. S. Maney and D. Henke asked questions and commented.

**B. Close Public Hearing** – Motion by Kufahl seconded by Klug to close the Public Hearing. Motion carried without a negative vote.

**III. Business**

**A. Any Town Citizen Comment on an Agenda Item** – There were no comments.

**B. Conditional Use Permit for the Operation of a U.S. Fistball Complex (4 Courts) per Section 3.14(C) and 4.09 – 3146 Division Road - Kelly Valentino – Review and Action** – Kelly Valentino and Jim Blank, representing U.S. Fistball answered the Park and Planning Commission members' questions about potable water, signage, lights and cost to develop. Johnson provided a map showing the space needed for the four courts. Hoffmann provided the members with a copy of the Conceptual Master Plan dated 11/25/1995 to review. After discussion, motion by Johnson, seconded by Behm to approve Conditional Use Permit J-12-003. Motion carried without a negative vote. Valentino was reminded that any signage or lighting would need Park and Planning Commission review.

**C. Notice of Noncompliance Order J-2012-001 – 2911 Church Road – Discussion** – Hoffmann summarized the complaint received, provided the commission members copies of the written complaint with photos taken by the complainant, copies of the notice of noncompliance and copies of Mr. Sigmund's response. The complainants, Dale and Lisa Muhonen described the offending property and answered questions. After discussion the Park and Planning Commission members concurred with the steps being taken by Hoffmann to seek resolution to the complaint and bring the violation into code compliance.

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**D. Expansion of Farm Auction Limitation for Farm Consignment Sales – Shawn Maney – Discussion**

Hoffmann summarized the request from Shawn Maney for a review of the ordinance related to farm auctions. Maney described the purpose for his request and detailed the intent to hold approximately two farm auction/consignment sales per year on land owned by Robert Hartwig on State Hwy. 60. Hoffmann explained the process required to change the language in the ordinance and also that Maney would then need to apply for a Conditional Use Permit. The consensus of the commission members is that Hoffmann should draft language to change the ordinance for review at the next meeting. Hoffmann advised Maney that the cost of the ordinance change and the CUP would be at his expense. Maney will advise Hoffmann if he would like to proceed.

**E. Zoning Administrator’s Report** –Hoffmann summarized recent discussion held at the Joint Village/Town Planning Group meeting relative to the review of the Joint Park and Recreation Directors agreement and the Community Center Operations and Development Agreement. Both agreements remain in effect but the Village and the Town disagree on the definition of the “operating expenses” referred to in the Operations and Development Agreement.

**F. Correspondence** -Nothing additional to report.

The next meeting will be held September 26, 2012 as scheduled. Due to conflicts the October meeting will be held on October 24, 2012.

**IV. Adjournment** – Motion by Heidtke, seconded by Bales to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Gordon Hoffmann, Zoning Administrator

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Julia Oliver, Town Clerk