



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
JANUARY 25, 2017**

- 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, Paul Huettl, Dan Kufahl, 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 C. Johnson, seconded by Heidtke to approve the agenda. Motion carried.
- D. Approval of Minutes** – Motion by Huettl, seconded by C. Johnson to approve the minutes of the November 30, 2016 meeting. Motion carried.
- II. Business**
- A. Any Town Citizen Comment on an Agenda Item** – There were no comments.
- B. Pedestrian Paths – Appellation Ridge Subdivision – Bill Johnston, Homeowners Association – Review and Action** – Mr. Johnston provided subdivision information binders to the Park and Planning Commission members and summarized the proposed updates to the walking trail access points so that there is delineation between private property and subdivision common area. Hoffmann noted the walking trails were shown on the subdivision plat and were part of the Developer’s Agreement. Hoffmann stated the work described by Mr. Johnston is normally completed by the developers but there were multiple developers due to the economic downturn in the past so the work was not completed; that is why the Homeowners Association is appearing before the Park and Planning Commission to request approval. After discussion, motion by Bales, seconded by C. Johnson to approve the pedestrian path/walking trial landscaping as presented. Motion carried without a negative vote.
- C. Three (3) Parcel Certified Survey Map – Section 30 – Junier M. Ehlke Revocable Living Trust Dated March 17, 2010, Gerald Ehlke, Trustee – Review and Action** - Mr. Ehlke explained that the land division was in his parents will; each of the three sons would receive a portion. Discussion included the need for Mr. Ehlke to submit the CSM to the Village for approval and the potential possibility that there may be implications related to Village utilities. Motion by C. Johnson, seconded by Klug to recommend the Town Board approve the Certified Survey Map for Junier M. Ehlke Revocable living Trust, Gerald Ehlke, Trustee. Motion carried without a negative vote.
- D. 2035 Comprehensive Plan – Future Review** – Hoffmann explained he placed the 2035 Comprehensive Plan on the agenda to start the discussion relative to the required ten year review/update. Hoffmann noted the Town has the only plan in Washington County that was done jointly with a Village. Heidtke noted the County stated all plans must be updated by 2018, and he raised the question of if we want to make changes and opt out of the joint plan. After discussion it was the consensus of the Park and Planning Commission members that Hoffmann should contact SEWRPC regarding the update to the Town’s 2035 Comprehensive Plan and report back to the Commission at a future date.

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- E. Zoning Administrator's Report** – Hoffmann provided copies of the 2016 building permits report and noted there were 23 new houses.
- F. Correspondence** – Nothing additional from Hoffmann. Vogel noted a Washington County press release requesting resident input related to park usage; an online survey is available for individual responses.

III. Adjournment – Motion by Bales, seconded by Steffen to adjourn. Motion carried.

Respectfully submitted,

Gordon Hoffmann, Zoning Administrator

Julia Oliver, Town Clerk

NOTE: There February meeting has been rescheduled to March 1, 2017.