



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
SEPTEMBER 28, 2016**

- 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, Dan Kufahl, Arlyn Johnson, Randy Vogel, Ray Heidtke, David Klug, and Lester Steffen. Also present was Zoning Administrator Gordon Hoffmann and Clerk Julia Oliver. Paul Huettl was excused.
- C. Approval of Agenda** – Motion by Bales, seconded by C. Johnson to approve the agenda. Motion carried.
- D. Approval of Minutes** – Motion by A. Johnson, seconded by Klug to approve the minutes of the August 3, 2016 meeting noting distinction should be made in the minutes between members Arlyn Johnson and Chad Johnson. Motion carried.
- II. Business**
- A. Any Town Citizen Comment on an Agenda Item** – There were no comments.
- B. Construction of Barn Site Location – 2411 Hwy NN – Donald Renner – Review Zoning Administrator’s Code Interpretation** – Hoffmann explained Mr. Renner plans to construct a barn approximately 380 feet from the road and the house is located 430 feet from the road. Hoffmann referenced Section 3.03 of the Zoning Ordinance noting both the house and barn are permitted uses without the limited accessory use, the house is the principal residential use per Section 7.02(F). Hoffmann anticipates questions related to the barn being sited in street yard and if the house is the principal structure. It was the consensus of the Park and Planning Commission is that they are in agreement with Zoning Administrator Hoffmann’s interpretation of the code.
- C. Construction of Storage Building – 1020 Hwy 60 – Boehlke Bottled Gas Corp. – Chad Kroening – Review and Action** – Mr. Kroening explained the construction of the new building is to increase the amount of indoor storage for equipment, trailers, trucks, and a heated area for parts. The survey provided to the Commission showed the location would be behind the current buildings but within the area that is currently fenced. After discussion, motion by Bales, seconded by Heidtke to approve the site and building plan for construction of a storage building at 1020 Hwy 60 by Boehlke Bottled Gas. Motion carried without a negative vote.
- D. Scoreboard Modification and Construction of Equipment Storage Building – 3146 Division Road – Pat Sullivan – Jackson Area Youth Baseball Association (JAYBA) – Review and Action** – JAYBA chairman Pat Sullivan and incoming chairman Aaron Wollman provided each Commission member with a packet detailing the proposed improvement projects they would like to make to the Town Hall baseball complex, preferably in 2016 so they are completed prior to the 2017 season. Proposal #1 was to replace the battery powered scoreboards on fields 2 and 3 with electronic scoreboards, and move the battery powered scoreboards to fields 1 and 4. Proposal #2 is the construction of a 10 X 12 equipment storage shed on field 4 behind the first base dugout to replace the 3 X 6 plastic that is currently being used. Hoffmann noted any improvements made would become Town property and that permits are required. After discussion motion by Kufahl,

**MINUTES OF THE PARK AND PLANNING COMMISSION
SEPTEMBER 28, 2016
PAGE 2**

seconded by Klug to recommend the Town Board approve the scoreboard modifications and construction of an equipment storage building by JAYBA at the Town Hall Park baseball complex. Motion carried without a negative vote.

- E. Construction of Business Building for Custom Furniture, Inc. – Section 19 – Jeff Hartwick – Review and Action** - Mr. Hartwick would like to construct a building for a new business called Custom Furniture, Inc. on a parcel of land located on Cty. P (three lots to the north of the Sherman Road intersection). The land is zoned B-2. Mr. Hartwick provided Commission members with a survey and a draft of the building design. Hartwick noted there would not be a showroom because the business focus is the design and build of custom furniture. Hartwick provided a brief summary of his proposal and Hoffmann noted the action tonight would be preliminary review of the concept. Motion by A. Johnson, seconded by C. Johnson to conditionally approve the building concept as planned noting Mr. Hartwick will need to return with a building plan and site plan (including landscaping, signage and lighting) for approval. Motion carried without a negative vote.
- F. Proposed Land Division – 2715 Pleasant Valley Road – Eric Schmitz – Review and Option Recommendation** – Property owner Sarah King provided Commission members with three proposals and coordinating land division planning maps for the property located at 2715 Pleasant Valley Road. King had previously appeared before the Park and Planning Commission approximately two years ago to begin exploring the land division. The parcel is located in Section 7 in the Town of Jackson, is approximately 7 ³/₄ acres in size, and is zoned A-1. After discussion of the three proposals as they relate to Town code, Hoffmann suggested King may wish to pursue rezoning the property as residential. Motion by Heidtke, seconded by Bales stating that all options provided for consideration were problematic with meeting the zoning code so the owner should explore R-1 zoning options. Motion carried without a negative vote.
- G. Administrator’s Report** – Hoffmann reported he received an application from Schreiber Foods for signage which only involves the resurfacing and painting of the existing signs.
- H. Correspondence** – Nothing additional.

The next meeting will be held on Wednesday, October 26, 2016.

- III. Adjournment** – Motion by Steffen, seconded by C. Johnson to adjourn. Motion carried.

Respectfully submitted,

Gordon Hoffmann, Zoning Administrator

Julia Oliver, Town Clerk