



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
SEPTEMBER 29, 2021**

1. **Call meeting to order, Pledge of Allegiance, and confirmation 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 Bob Eichner confirmed the meeting notice.
2. **Roll call.** Members present: Chairman David Klug, John Bales, Chad Johnson, Marcy Bishop, Arlyn Johnson, Robert Hartwig, Randy Vogel and Richard Deming were present. Also present were Town Attorney Tim Andringa, Zoning Administrator Jim Micech, and Clerk Bob Eichner.
3. **Approval of agenda** – Motion by Bales, seconded by Bishop to approve the agenda. Motion carried.
4. **Any Town resident to comment on any agenda item.** There were no comments.
5. **Approval of the minutes of the August 25, 2021 Meeting.** Motion by Bishop, seconded by Deming to approve the minutes of the August 25, 2021 Park and Planning Commission meeting. Motion carried.
6. **Sara King / Quam Engineering – T7 0138 00E – CSM to Split Lot 1 into Three (3) residential lots (R-1 Zoning) – Discussion and possible action to recommend approval of the CSM.** Stating that 4 lots was impractical for this CSM, Ms. King presented a 3 lot CSM. Lots 2 and 3 will be flag lots, and in order to preserve as many existing trees as possible these two lots will have a shared driveway agreement recorded separately from the CSM. On the advice of Atty. Andringa, Vogel made a motion to recommend approval of the CSM to the Town Board, with condition that the shared driveway agreement be recorded concurrently; second by C. Johnson; motion passed 7-1, A. Johnson Nay.
7. **Theresa Miller – T7-0073-00Z - CSM to add acreage to T7-0073-00A (A-1 Zoning) – Discussion and possible action to recommend approval of the CSM.** Ms. Miller present a CSM that cleaned up existing property at 4626 Maple Road. The southerly lot 2 originally had a finger along the ease line of Lot 1 extending to CTH NN. The proposed CSM eliminates this finger and creates to regular lots. Ms. Miller wishes to have this cleaned up before the property passes to her children. A. Johnson motioned to recommend the CSM for approval by the Town Board; second by Bales; Passed unanimously.
8. **Travis Cleven / Hailey Gunsburg– T7-0645-00B– Review proposed preliminary land division to create two (2) lots.** Mr. Cleven requested conceptual approval to divide and purchase the east 9 acres of his uncle’s property at 621 Sherman Road. Development of this lot will involve interaction with the DNR for a stream crossing and a wetland delineation

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and successful soil tests at the south end of the lot. Atty. Andringa questioned future subdivision and development of the remainder parcel. The commissioners agreed that much of the remaining property is low wetlands and mostly undevelopable. The Commission consensus was to encourage Mr. Cleven and Ms. Gunsberg to proceed with their plan. No further action was taken.

9. **Parks and Building Facility Committee Report** Bales reported the the new Facilities and Park master plan committee met for the first time on September 22, 2021. They tours the building and grounds and agreed that the priority was to complete a lease agreement with the Jackson Area Youth Baseball Association (JAYBA) for the use and future development of the pavilion and ball diamonds and the creation of new office space for the town staff. A. Johnson shared a draft outline of the agreement with JAYBA and noted that future meetings would include establishing a committee structure and brainstorming a timeline repurposing and improving the remainder of the town hall facility and the park.
10. **Zoning Administrator's Report.** Micech stated slow progress is being made on the clean-up of the Schulenberg property, and Micech issued a 30-day notice to try to accelerate the process. Micech reported he has contacted the property owner on Jackson Drive that had over 250 chickens, 30 goats, and several other types of fowl on seven acres. The owner was in compliance and has applied for permits for accessory buildings but has not yet submitted plans. Micech also visited a hobby farm on Mill Road which has beef cattle, sheep, swine, and numerous fowl on much to small of acreage. There are also 3 substantial piles of animal manure on the property which need to be removed.
11. **Correspondence and announcements.** None
12. **Adjournment.** Motion by Bales, seconded by Bishop to adjourn. Motion carried. The meeting was adjourned at 7:49pm.

Respectfully submitted,

Jim Micech, Zoning Administrator

Bob Eichner, Town Clerk

Next Resolution Number: J-21-004
Next Ordinance Number: J-21-007
Next Conditional Use Permit Number J-21-003