



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
August 31, 2022**

Call meeting to order, Pledge of Allegiance and confirmation of meeting notice. – The meeting was called to order at 7:00pm by Chairman Dave Klug. The pledge of allegiance was recited, and Clerk Bob Eichner confirmed proper notice of the meeting

Roll Call – Member present: Chairman David Klug, Vice-Chairman Arlyn Johnson, John Bales, Chad Johnson, Joe Kufahl, Bob Traska, and Andy Jones were present. Member Steve Fischer were excused. Also present were Town Engineer Matt Clementi, Town attorney Tim Andringa, Zoning Administrator Jim Micech, and Town Clerk Bob Eichner.

Approval of the Agenda – Motion by C. Johnson, seconded by Kufahl, to approve the agenda as presented. Motion carried, 8-0.

Any Town Resident to comment on any agenda item – No comments.

Approval of the minutes of the July 27, 2022 Meeting – Motion by Traska, seconded by Kufahl, to approve the amended minutes of the July 27, 2022 Parks and Planning meeting. Motion carried, 8-0.

David Zarling – Kettle Moraine Lutheran High School Jr. Charger Baseball Program – Request to use the baseball fields in 2023. Mr. Zarling requested consideration for the Commission to consider allowing the Kettle Moraine Lutheran High School Junior Chargers youth Baseball program to use the Town Hall Park Fields on Fridays from the last Friday in April to the Last Friday in June in 2023. Mr. Zarling has confirmed that JAYBA will not be using fields on Fridays next year except for tournaments. After discussion, the Commissions consensus was for KLM and JAYBA work out terms of usage, preparation and maintenance of the fields. Actual rental of the fields will be handled by the clerk’s office as with any other rental. No further action was taken

Anton & Janice Matuszczak – 4736 Maple Road – T7-0074, 0075 & 0076 – Concept Plan for Windmill Trace a R-1 Cluster Single Family Subdivision. – Mr. Matuszczak asked for further guidance on the need for the south leg of Grainery Road. The concern is that the connection between his proposed subdivision and development to the south may adversely affect the neighborhood feel that he is hoping to create. He also believed that development to the south could provide to means if ingress and egress onto Maple Road, and the connection to his development wouldn’t necessarily be needed. Because this item was on for discussion only no formal action could be taken, but a majority of the members present were in favor of requiring the extension as sound planning for potential future development. No other action was taken.

Brian A. & Kevin J. Kazmierczk – 3030 Church Road – T7-0683 – request to Amend the 2050 Comprehensive Town Plan Map to allow a future land division to section off the existing single-family residence from the main parcel and to change the A-1 Zoning to R-1 at the house parcel only. Review Resolution TOJ-2022-007. Motion by A. Johnson, second by Bales, to approve Resolution TOJ-2022-007, as revised by the Town Attorney, recommending approval of the Comprehensive Plan amendment to the Town Board. Motion carried 8-0.

Brian A. & Kevin J. Kazmierczk – 3030 Church Road – T7-0683 – request to rezone a portion of the existing property to allow a future land division to section off the existing single-family residence from the main parcel. This rezone will change the A-1 Zoning to R-1 at the house parcel only. Review Written Recommendation for rezoning of the property Motion by Bales, second by Jones, to approve the Written Recommendation of the Parks and Planning Commission for the Town Board to amend the Town Zoning Map as described above. Motion carried 8-0.

Matt Clementi, Town Engineer, Stantec - Mequon – Town of Jackson Cul-de-Sac Design Standards. Engineer Clementi presented revised drafts of possible design standards for Town road cul-de-sacs. The preferred design of the Commission was a teardrop shaped cul-de-sac with a 79' radius minimum with an island for permanent cul-de-sacs. Clementi also presented a graphic showing the paved 66'foot radius temporary cul-de-sac with respect to the proposed minimum permanent standard. The commission agreed that this size was excessive for a temporary cul-de-sac, and that a paved radius of 45 feet was adequate. Clementi will present final standard drawings for consideration at a future meeting. No further action taken.

Zoning Administrator's Report – Administrator Micech reported that the Town received a letter from the Farm to Consumer Defense Fund, claiming that Jodi and Chad Erikson did not receive due process in the matter of reducing the number of animals on their property which was considered at the December 1, 2021 Parks & Planning Commission meeting. Attorney Andringa is responding to the claim. The Lodwick inspection suit is going to trial on September 15, 2022. The only item to be considered is the unpermitted fill for a berm. At 7am on September 1, 2022, the Town Hall remodel begins with the asbestos removal.

Correspondence and announcements – no report.

Adjournment of Parks and Planning Commission – Motion by Kufahl, seconded by Jones, to adjourn at 8:17pm. Motion Carried, 8-0

Respectfully submitted,

Jim Micech, Zoning Administrator

Robert M. Eichner, Town Clerk

Approved: