



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
FEBRUARY 24, 2021**

1. **Call Meeting to Order, Pledge of Allegiance and announcement 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 Julia Oliver confirmed the meeting notice.
2. **Roll Call** – Members present: John Bales, Chad Johnson, Joe Kufahl, Paul Huettl, David Klug, Arlyn Johnson, Ray Heidtke and Richard Deming were present. Also present were Zoning Administrator Jim Micech, Town Attorney Tim Andringa and Clerk Julia Oliver. Randy Vogel was excused.
3. **Approval of agenda** – Motion by Huettl and seconded by Bales to approve the agenda. Motion carried.
4. **Approval of minutes** – Motion by Bales and seconded by Heidtke to approve the minutes of the January 27, 2021 Joint meeting of the Park and Planning Commission and Town Board meeting. Motion carried.
5. **Douglas Weas – Concept Discussion – 120-Unit Independent Living, Assisted Living and Memory Care Facility, Pleasant Valley Road & CTH P; Rezone to R-3.** Douglas Weas from Weas Development provided a summary of previous work done by Weas Development. Weas reported he has completed a 5-mile radius demographic study of the site, a wetland study of the site and completed a site layout. The nine-acre property would need to be rezoned to R-3 and would need a Conditional Use Permit to increase the density for the project to exist on the proposed parcel of land. After discussion, the consensus of the commission members is favorable, and the density proposed would be acceptable.
6. **Discussion on Accessory Structure Size and Height Restrictions.** Zoning Administrator Micech reported he has completed a review of some neighboring towns and villages size and height restrictions listed in their ordinances. Micech stated he has received many requests to exceed the 15’ height restriction in the zoning ordinance. Attorney Andringa added that the Town of Barton is currently 20’ and is considering increasing the height restriction to 30’. Micech provided the commission members with a table comparing the detached accessory structure comparisons he reviewed. Micech stated he has spoken to the Board of Appeals members and the consensus was to leave the square footage at 864 but look at increasing the height to 20’. Micech agrees the 20’ height is warranted particularly due to the current roof pitches being constructed. Micech noted it is in R-1 zoning where the requests for oversize garages occurs. A. Johnson reminded Micech to consider the setbacks. Andringa noted he has seen a graduated scale used based on lot sizes and cited Town of Polk as an example. The consensus of the commission members is for Micech to work with

**MINUTES OF THE PARK AND PLANNING COMMISSION
FEBRUARY 24, 2021
PAGE 2**

Attorney Andringa to draft a document encompassing the recommendation for presentation at the next meeting.

7. **Zoning Administrator's Report.** Micech reported the Board of Appeals met to hear an appeal in the Strawberry Glen subdivision for an accessory structure which was approved, and to hear an appeal on Kingbird Court for a pole barn structure which was denied. Micech stated a new issue concerns the fencing around inground pools. The town code restricts the fence type, including aluminum and rod iron, even though there are those types of fencing around pools in the town.
8. **Correspondence and announcements.** Micech has nothing additional.
9. **Adjournment.** Motion by A. Johnson, seconded by Huettl to adjourn. Motion carried, meeting adjourned.

Respectfully submitted,

Jim Micech, Zoning Administrator

Julia Oliver, Town Clerk