



**MINUTES OF THE SPECIAL JOINT MEETING OF THE
PARK AND PLANNING COMMISSION AND TOWN BOARD
JUNE 30, 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, Park and Planning Commission** – Members present: John Bales, Chad Johnson, Marcy Bishop, Arlyn Johnson, David Klug, Robert Hartwig, Randy Vogel and Richard Deming were present. David Behringer was excused. Also present were Zoning Administrator Jim Micech, Town Attorney Tim Andringa and Clerk Julia Oliver.
3. **Roll call, Town Board** – Members present: Joe Kufahl and Steven Fischer, as well as previously noted Marcy Bishop and Town Chairman Robert Hartwig; David Behringer was excused.
4. **Approval of agenda** – Motion by Bishop, seconded by Bales to approve the agenda as corrected. Motion carried.
5. **Any Town resident to comment on any agenda item.** There were no comments.
6. **Approval of the minutes of the May 19, 2021 and May 26, 2021 meetings.** Motion by Bales, seconded by Bishop to approve the minutes of the May 19, 2021 Park and Planning Commission meeting and the May 26, 2021 minutes of the Special Joint meeting of the Park and Planning Commission and Town Board. Motion carried.
7. **Town Board – Public Hearing – 7:00 PM.** The public hearing notice was read into the record by Zoning Administrator Jim Micech.
 - A. **Open Public Hearing – Country Aire Project, LLC. – Rezone parcel T7-0315 from B-2 & A-1 to A-1 and amend the 2050 Comprehensive Plan town map – Carl Scholz and Jeff Scheunemann.** Motion by Kufahl, seconded by Fischer to open the Public Hearing. Scholz provided a summary of the project and the reason the rezoning is requested. R. Eickstedt, 3689 Johnson Lane spoke in favor of the rezoning. H. Dawson, 675 Pleasant Valley Road expressed concern with residential zoning being in the center of business zoning. Donald Klug, 4419 Country Aire Drive spoke against the rezoning. S. Maney, 3138 Country Aire Drive spoke against the rezoning and noted the Comprehensive Plan specifically indicated the area as a business district.
 - B. **Close Public hearing – Country Aire Project, LLC.** Motion by Kufahl, seconded by Bishop to close the Public Hearing. Motion carried without a negative vote.

**MINUTES OF THE JOINT PARK AND PLANNING COMMISSION AND
TOWN BOARD MEETING
JUNE 30, 2021
PAGE 2**

- 8. Parks and Planning Commission – Public Hearing – 7:00 PM.** The public hearing notice was read into the record by Zoning Administrator Jim Micech. Robert Hartwig recused himself from the agenda item.
- A. Open Public Hearing – Robert and Dawn Hartwig, Shawn and Jessica Maney – Cedarburg Creek Farm Conditional Use – Approval for multifunction facility.** Motion by Kufahl, seconded by Vogel to open the Public Hearing. S. Maney provided a summary of the use changes and the reason for the request. R. Eickstedt, 3689 Johnson Lane spoke in favor of the request. H. Dawson, 675 Pleasant Valley Road spoke in support of the request. G. Winn, 978 Western Avenue spoke in support of the request.
- B. Close Public hearing – Cedarburg Creek Farm Conditional Use.** Motion by Bishop, seconded by Kufahl to close the Public Hearing. Motion carried without a negative vote; Hartwig abstained.
- Robert Hartwig returned to the dais.
- 9. Update to Parks and Planning Commission – Jackson Area Youth Baseball Association – Greg Winn, JAYBA Chairman – Update of progress and discussion on future field expansions and future projects.** Winn appeared and provided the commission with a summary of the numbers and levels of players. Winn expressed the need for additional fields and an expanded use area and noted that lighting would allow the fields to be used later into the evening. A survey of the commission members yielded the following comments: the master plan for the town hall park facility needs an update, the parking needs to be expanded, there needs to be brainstorming about the future which should include input from JAYBA on the type of growth they expect to see, the citizens need to provide input for the master plan, having the park used and having JAYBA active here is an asset to the community, and there should be a formal agreement with JAYBA. The consensus of the commission members is that an update to the master plan is needed, and A. Johnson, C. Johnson and Bales volunteered to start the process.
- 10. Parks and Planning Commission Discussion and Possible Action – Cedarburg Creek Farm – Robert Hartwig and Dawn Hartwig, and Shawn and Jessica Maney – Conditional Use – Approval for multifunction facility.** Robert Hartwig recused himself. After discussion which included noting the County has stated they do not have an issue with the camping request, future alcohol sales, the total occupancy for events, the number of camping sites as well as length of stay, lighted signage, electrical inspections for use in the event tents, and noise limits; motion by Bales, seconded by C. Johnson to approve the Conditional Use Permit for Cedarburg Creek Farms as a multifunction facility with the addition and changes to the Conditional Use Permit as follows: 1. Consumption

**MINUTES OF THE JOINT PARK AND PLANNING COMMISSION AND
TOWN BOARD MEETING
JUNE 30, 2021
PAGE 3**

of alcohol is allowed on the premise during hours of operation listed in 3(F) and subject to the requirements in 3(N), 2. Limited to 12 camping sites per night, no more than 2 contiguous nights and no more than 16 days per year by the same person, 3. Occupancy limit on the property of 1,250 individuals, 4. Sign approval will specify "Lighted" sign, 5. Electrical inspections/permits are required for event tents, 6. Addition of sound decibel limits per the zoning code. Motion carried without a negative vote; Hartwig abstained.

Robert Hartwig returned to the dais.

- 11. Parks and Planning Commission Discussion – Jeremy Prochnow, homeowner / Alec Hartsuiker, C&C Courts, Inc. – 3053 Crosswind Trail – Conditional Use Permit request to install a sports court in the rear residential yard. Review lighting fixture selection, height, K-value, location of light, set date and time for public hearing.**
Discussion about the K-value of the lighting noted the commission wants it to be limited to a 4500 K-value; the homeowner agreed but would like to move the approval process along. Motion by Bishop, seconded by Bales to set the public hearing date for July 28, 2021. Motion carried without a negative vote.
- 12. Parks and Planning Commission discussion and possible action – to recommend approval of the Certified Survey Map to the Town Board – Carl Scholz and Jeff Scheunemann, Country Aire Project, LLC. – Certified Survey Map of Parcel T7 0315.**
Klug recused himself; Vice-Chairman A. Johnson presided. Scholz summarized the changes shown on the CSM: a division of the 17 acres into 3 five-acre parcels with a public road, including a temporary cul-de-sac. Discussion included the division of the remaining land into 5 parcels, the binder course will be installed on the temporary cul-de-sac, a developer's agreement is required, and a declaration should be listed on the deeds noting all existing neighboring businesses. Motion by C. Johnson, seconded by Deming to recommend the Town Board approve the Certified Survey Map subject to the temporary easement notation including there will be a binder course installed and the temporary easement will expire when future platting is done. Motion carried without a negative vote; Klug abstained.

Klug resumed oversight of the meeting.
- 13. Parks and Planning Commission – discussion and possible action to recommend approval of the Certified Survey Map to the Town Board – Todd and Debra Weyker – Parcel T7 0854-00Z.** Motion by Bishop, seconded by Vogel to recommend the Town Board approve the Certified Survey Map for Todd and Debra Weyker. Motion carried without a negative vote.

**MINUTES OF THE JOINT PARK AND PLANNING COMMISSION AND
TOWN BOARD MEETING
JUNE 30, 2021
PAGE 4**

- 14. Parks and Planning Commission – discussion and possible action to recommend approval of the Certified Survey Map to the Town Board – Daniel and Mary Kaschner – Parcel T7 0854-00D.** Motion by Vogel, seconded by Bishop to recommend the Town Board approve the Certified Survey Map for Daniel and Mary Kaschner, Motion carried without a negative vote.
- 15. Parks and Planning Commission Discussion and possible action to recommend approval of the Certified Survey Map to the Town Board – David Laboy, buyer / may Vang, real estate broker – Parcel T7 0003-00Z.** Laboy appeared and explained he would like to purchase 10 of the 32 acres with the existing easement remaining and the shared drive to CTH NN will be the access to the parcel. After discussion which included concern of the remnants of land remaining as well as the access to the remaining parcel, motion by A. Johnson, seconded by Bishop to reject approval recommendation for the Certified Survey Map for David Laboy. Motion carried with 4 ayes, 3 nos and Vogel abstaining.
- 16. Town Board discussion and possible action to approve or deny – Country Aire Project, LLC – Carl Scholz and Jeff Scheunemann.**

 - A. Rezone parcel T7 0315 from B-2 and A-1 to A-1 (in entirety) – Carl Scholz and Jeff Scheunemann.** Motion by Kufahl, seconded by Bishop to rezone parcel T7 0315 to A-1. Motion carried without a negative vote.
 - B. Amend the 2050 Comprehensive Plan Town Map – Carl Scholz and Jeff Scheunemann.** Motion by Bishop, seconded by Kufahl to change the 2050 Comprehensive Plan Town Map to show the change in parcel T7 0315 to A-1. Motion carried without a negative vote.
- 17. Town Board discussion and possible action to approve the Certified Survey Map for Carl Scholz and Jeff Scheunemann, Country Aire Project, LLC. – CSM parcel T7 0315.** Motion by Bishop, seconded by Fischer to approve the Certified Survey Map for Carl Scholz and Jeff Scheunemann with the condition that the temporary easement for the cul-de-sac will be noted in the developer’s agreement. Motion carried without a negative vote.
- 18. Town Board discussion and possible action to approve the Certified Survey Map for David Laboy, buyer / May Vang, real estate broker – CSM of parcel T7 0003-00Z.** Motion by Kufahl, seconded by Bishop to deny the Certified Survey Map for David Laboy. Motion carried without a negative vote.
- 19. Town Board 2021-2022 Alcohol Licensing.** Motion by Bishop, seconded by Kufahl to approve the alcohol licensing for Bentlydale Farms, dba Hidden Glen Golf Club. Motion carried without a negative vote.

**MINUTES OF THE JOINT PARK AND PLANNING COMMISSION AND
TOWN BOARD MEETING
JUNE 30, 2021
PAGE 5**

20. **Zoning Administrator's Report.** Micech reported he has been very busy responding to land division inquiries, the carport is on Summer Drive is now in compliance, the debris complaint at the Sherman Road/Division Road property has been inspected and the homeowner has been given two weeks to make progress on the clean up as a reinspection will occur at that time, the Weas Development project will be coming back with additional information at a future meeting, and the Sarah King land division will return at the August meeting. A potential buyer for the land between the Weas Development property and Pleasant Valley Tennis Club has inquired about rezoning the property as industrial, and a complaint was received about the lights at the town hall.
21. **Correspondence and announcements.** Attorney Andringa reported the Lodwick lawsuit is moving forward and the Village is preparing a response to the Town Board request for consideration of an early termination of the Community Center Agreement.
22. **Adjournment – Park and Planning Commission.** Motion by A. Johnson, seconded by Vogel to adjourn. Motion carried. **Adjournment – Town Board.** Motion by Kufahl, seconded by Fischer to adjourn. Motion carried.

The joint meeting was adjourned.

Respectfully submitted,

Jim Micech, Zoning Administrator

Julia Oliver, Town Clerk