



MINUTES OF THE PARK AND PLANNING COMMISSION MEETING

April 27, 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, John Bales, Chad Johnson, Vice- Chairman Arlyn Johnson, David Behringer, Bob Hartwig, Marcy Bishop, Richard Deming, and Randy Vogel were present. Also present were Attorney Tim Andringa, Town Engineer Matt Clementi, Zoning Administrator Jim Micech, and Town Clerk Bob Eichner.

Approval of the agenda – Motion by Bishop, seconded by Deming, to approve the agenda as presented. Motion carried, 9-0.

Any Town Resident to comment on any agenda item – No Comments from residents

Approval of the minutes of the March 30, 2022 Meeting – Clerk Eichner pointed out a date change in the header of the minutes. Bales suggested under Agenda Item 7 subdivision plat be changed to conceptual plan. Motion by Bales, seconded by Vogel, to approve the amended minutes of the March 30, 2022 Parks and Planning meeting. Motion carried, 8-0.

Brian Kazimierz – 3030 Church Road – T7-0683 – Concept Certified Survey Map for a proposed 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. Mr. Kazimierz was represented by his engineer, Mackenzie Swartwout. After discussion by the commissioners, the following consensus was given. The commission is not in favor of the proposed shape of the new lot nor of recommending the rezone to R-1. They suggested moving the existing field entrance and culvert to make the new lot a 5-acre minimum and thereby conforming to the current A-1 zoning. No further action was taken.

Anton & Janice Matuszczak – 4736 Maple Road – T7-0074, 0075 & 0076 – Concept Plan for a R-1 Cluster Single Family Subdivision. – Mr. Matuszczak presented the preliminary plat for a cluster subdivision. Several of the Commissioners were concerned that there was only one ingress and egress to the subdivision. They suggested an emergency access through one of the outlots or in an easement across lot 50 adjacent to Maple Road. Lot 37 is less than 40,000 sf and is non-conforming. The commissioners were also concerned about the building pad configurations on several of the lots with small wetlands on them. Mr. Matuszczak stated that he will try to use wetland mitigation to remove most of those small wetlands. There will need to be stormwater retention and soil tests on all the proposed lots. Engineer Clementi suggested that the cul-de-sacs be a minimum of 75-foot radii with islands, and that a town standard of 4” asphalt pavement be used for the roads. Clementi also pointed out that the 75’ front yard setback is from the centerline not the right-of-way line. No further action was taken.



Anton & Janice Matuszczak – 4736 Maple Road – T7-0074 – Conditional Use Permit Request for a two (2) year period to store demolishing and construction equipment and including building supplies outside on the site south of the existing pole barn. – Attorney Andringa told the commission that Mr. Matuszczak’s current zoning is A-1. After a review of the Zoning Code, Attorney Andringa stated that there is no code that will allow for the proposed conditional use in A-1. Therefore this request cannot be considered by the Commission. No further action was taken.

Update, discussion and possible action on Lease Agreement with JAYBA for use of Town Hall Property. A. Johnson reported that the agreement will go before the Town Board on May 12, 2022 for review and recommendation. The final draft document will be considered by the Commission on May 25, 2022. No further action was taken.

Zoning Administrator’s Report – Administrator Micech reported that a second round of ‘work-without-permit’ letters has gone out. Building is ramping up. Micech has received 4 permit requests for upgrades on cellular transmission towers.

Correspondence and announcements – Chairman Klug thanked Vice Chair Arlyn Johnson for running the March meeting in his absence. There will be a Board of Appeals meeting on May 3, 2022. Clerk Eichner confirmed that the new terms for the Commission begin with the May meeting.

Adjournment of Parks and Planning Commission – Motion by A. Johnson, seconded by Bales to adjourn at 8:46pm. Motion Carried, 9-0

Respectfully submitted,

Jim Micech, Zoning Administrator

Bob Eichner, Town Clerk

Approved: