



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
February 23, 2022**

1. **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
2. **Roll Call** – Member present: Chairman David Klug, John Bales, Chad Johnson, Arlyn Johnson, David Behringer, Bob Hartwig, Marcy Bishop, Richard Deming, and Randy Vogel were present. Also present were Attorney Tim Andringa, Zoning Administrator Jim Micech, and town Clerk Bob Eichner.
3. **Approval of the agenda** – Motion by Bales, seconded by C. Johnson, to approve the agenda as presented. Motion carried, 9-0.
4. **Any Town Resident to comment on any agenda item** – No Comments from residents
5. **Approval of the minutes of the December 01, 2021 Meeting** – Motion by Vogel, seconded by Hartwig, to approve the minutes of the December 01, 2021 Parks and Planning meeting. Motion carried, 9-0.
6. **Public Hearing - Kevin & Rebecca Eickstedt – 1689 State HWY 60 – T7-0586 - Installation of an outdoor wood burning stove.** It was noted that the furnace would not be partially enclosed due to a potential fire hazard. A motion by C. Johnson, second by Bishop to approve the conditional use permit for the outdoor wood-burning furnace for Kevin & Rebecca Eickstedt. Motion carried 9-0
7. **Anton & Janice Matuszczak – 4736 Maple Road – T7-0074, T7-0075, and T7-0076 – Request to Rezone all parcels from A-1 to A-1 and R-1.** – Mr. Matuszczak present a revised Conceptual Plan for his Maple Road development originally presented at the December 1, 2021 meeting. He is requesting to have all the lots zoned R-1 instead of half R-1 and half A-1. While this will require a comprehensive land use plan amendment it was the consensus of the commission that Mr. Matuszczak’s proposal had merit and the town should consider the land use plan amendment. No further action was taken.
8. **Anton & Janice Matuszczak – 4736 Maple Road – T7-0074, T7-0075, and T7-0076 – Request to amend the 2050 Comprehensive Town Map to R-1.** – This item is in conjunction with Item 7. Attorney Andringa outlined the steps that the commission and the Town Board need to follow for the land use plan amendment and the zoning change. The Town Board will approve a draft ordinance for the plan amendment at the March 10, 22 meeting, and set the public hearing for the ordinance for prior to the April 14, 2022 Town Board meeting. At the March 30, 2022 P & P meeting, the commission will adopt a resolution recommending approval of the plan amendment and the proposed zoning change and will set that public hearing for April 14, 2022 as well. Motion was made by A. Johnson, second by Behringer, to recommend the ordinance and public hearing dates of April 14, 2022. Motion carried 9-0



- 9. Request for a 30-day extension period for the I-43 Interstate Project to operate from 6 PM – 6 AM for Lannon Stone Products, Payne & Dolan, and Hoffmann Construction.** – Lannon Stone Products, Payne & Dolan, and Hoffman Construction may all be involved in night construction for I-43 and other State contracts. As such these companies are seeking an amendment to their CUP to allow at least 30 days of night hauling and asphalt plant operations. Motion by C. Johnson, second by A. Johnson to grant up to 75 nights (6pm to 6am) for State contract work only between March 1 and November 15, 2022 under the following conditions: Maximum speed for all trucks at night shall be 35 mph regulated by Lannon and Payne & Dolan; back-up warning devices in lieu of audio warnings, or operations not requiring backing up shall be used; if additional nights are needed, a request shall be made to Parks & Planning prior to November 15, 2022 termination date. Motion carried 9-0

Chairman Klug recused himself and yielded the chair to Vice-Chair A. Johnson.

- 10. JAYBA – Request to expand infields for Field 1 at Town Hall Park,** – Mr. Greg Wynn is seeking permission to expand the infield for Field 1 to allow play by older divisions of youth baseball. The work would be completely done and paid for by JAYBA. Motion by C. Johnson, second by Bishop to allow a 20’ increase in the infield for Field 1 by JAYBA. Motion carried 8-0 (Klug recused).

Klug reassumed the Chair

- 11. Zoning Administrator’s Report** – Administrator Micech reported that he had a call with a resident inquiring about chickens in R-1 zoning. When told the Town currently does not allow this, Micech stated that the resident may appear at a future meeting requesting an ordinance change for chickens in R-1. The commission did discuss possible conditions for allowing this. An Owner at the corner of Western and Division that wanted double the number of chickens in A-1, which Jim denied. Micech has begun sending out letters about work without permits.
- 12. Correspondence and announcements** – Eichner reported that the planning has begun for the remodel at Town Hall. Atty Andringa gave an update on the Lodwick inspection warrant.
- 13. Adjournment of Parks and Planning Commission** – Motion by Bales, seconded by Vogel to adjourn at 8:33pm. Motion Carried, 9-0

Respectfully submitted,

Jim Micech, Zoning Administrator

Bob Eichner, Town Clerk

Approved: 3-30-2022



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
March 30, 2022**

1. **Call meeting to order, Pledge of Allegiance and confirmation of meeting notice.** – The meeting was called to order at 7:00pm by Vice-Chairman Arlyn Johnson. The pledge of allegiance was recited, and Clerk Bob Eichner confirmed proper notice of the meeting
2. **Roll Call** – Member present: John Bales, Chad Johnson, Vice- Chairman Arlyn Johnson, David Behringer, Bob Hartwig, Marcy Bishop, Richard Deming, and Randy Vogel were present. Chairman David Klug was excused. Also present were Attorney Tim Andringa, Zoning Administrator Jim Micech, and town Clerk Bob Eichner.
3. **Approval of the agenda** – Motion by Bishop, seconded by Hartwig, to approve the agenda as presented. Motion carried, 8-0.
4. **Any Town Resident to comment on any agenda item** – No Comments from residents
5. **Approval of the minutes of the February 23, 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 February 23, 2022 Parks and Planning meeting. Motion carried, 8-0.
6. **Discussion and possible action – Resolution TOJ 2022-005. A Resolution to amend the Town of Jackson Comprehensive Plan and to allow for a rezoning of Anton and Janice Matuszczak property legally described as attached from A-1 Agricultural/Rural Residential District to R-1 Single Family Residential.** A motion by C. Johnson, second by Bales to approve Resolution TOJ 2022-005. Motion carried 8-0
7. **Discussion and possible action – CSM to combine T7-0749-00E and T7-0749-00G into one lot - Andrew & Jaclyn Hembel.** – Motion by Bales, second by Hartwig to recommend approval of the CSM to the Town Board. Motion Carried 8-0.
8. **Discussion only – Concept CSM Review – John Kangas, 2747 Pleasant Valley Road – discussion to split T7-0138-00B to contain 1.377 acres and combine remaining acreage with T7-0138 and T7-0138-00C to create one lot.** – There are concerns with the size and layout on the proposed lots as well as creating a zoning island. The commission thought there could be other lot configurations more acceptable. The consensus of the commission is that the commission would not be in favor of the current concept. The commission offered a wider, less deep lot for the new 1.38-acre lot.
9. **Zoning Administrator’s Report** – Administrator Micech reported that the owner at the corner of Western and Division that wanted double the number of chickens in A-1, is now compliant because he has leased six acres of adjacent land putting his total over 10 acres. Micech has heard nothing more on allowing chickens in residential zoning districts. Micech is continuing sending out letters about work without permits. And the house on Division Road under long-term construction has begun the brick façade work.
10. **Correspondence and announcements** – None



11. Closed Session pursuant to Wis. Stats. §19.85(1)(e) to discuss the terms of a Lease Agreement with JAYBA for use of the Town Hall property along Division Road. Motion by Behringer, second by C. Johnson to move to closed session. Motion carried 8-0.

Motion by Bishop, second by Hartwig to reconvene into open session. Motion Carried 8-0

12. Adjournment of Parks and Planning Commission – Motion by Bales, seconded by Vogel to adjourn at 9:00pm. Motion Carried, 8-0

Respectfully submitted,

Jim Micech, Zoning Administrator

Bob Eichner, Town Clerk

Approved: 4-27-2022



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:



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
May 25, 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, Joe Kufahl, Bob Hartwig, Steve Fischer, Richard Deming, and Randy Vogel were present. Vice- Chairman Arlyn Johnson was excused. Also present were Attorney Tim Andringa, Zoning Administrator Jim Micech, and Town Clerk Bob Eichner.

Approval of the agenda – Motion by Vogel, seconded by Hartwig, to approve the agenda as presented. Motion carried, 8-0.

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

Approval of the minutes of the April 27, 2022 Meeting – Motion by Bales, seconded by Deming, to approve the minutes of the April 27, 2022 Parks and Planning meeting. Motion carried, 8-0.

Public Hearing - 7:00 PM

- A. Open Public Hearing - Anton & Janice Matuszczak – 4736 Maple Road – T7-0074 – Conditional Use Permit Request for a two (2) year period to store construction equipment and building supplies outside on the site south of the existing pole barn.** Motion by Hartwig, second by Kufahl, to open the Public Hearing. Motion Carried 8-0. Attorney Andringa stated that a previous request by Mr. Matuszczak was denied because the Zoning code did not permit this use in agricultural zoning. Andringa stated that further research of the zoning code indicated that this use could be allowed in a Transitional Industrial Zone if certain conditions were met. Mr. Matuszczak's property meets those conditions and thus can be considered for approval by the Commission.

Thomas Luba, 4781 Maple Road inquired about the specifics of the CUP. He asked if the Matuszczaks are living at the subject address. Tony Matuszczak explained that he still has heavy equipment, from his closed demolition business in Milwaukee, which is for sale but must be moved from the Milwaukee location. Mr. Matuszczak is requesting a limited CUP to store the equipment on his current A-1 zoned property while he continues to try to sell the equipment. Kufahl asked what inventory is for sale. Mr. Matuszczak listed four excavators, a road compactor, grader, and several skid loaders.

- B. Close Public Hearing** Motion by Vogel, second by Hartwig, to close the Public Hearing. Motion carried 8-0.

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. – Motion by Bales, second by Vogel to approve the Conditional Use Permit for two years. 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 explained presented a revised conceptual CSM showing a rectangular configuration to the proposed lot. After discussion, the Commission gave a consensus opinion for Mr. Kazimierz to proceed with his CSM. No further action was taken.

Zoning Administrator’s Report – Administrator Micech received an inquiry about building a barn-dominium on one of the King CSM parcels. The unit would only be nine hundred square feet which is less than the minimum allowed in R-1 zoning.

The next phase of the Country Aire development will be considered at the June meeting. The plat will show the construction of the whole road, no cul-de-sac. Tony Matuszczak’s preliminary plat will also be on next month’s agenda. Micech goes to court on June 9th on the Lodwick Inspection suit. Micech investigated a noise complaint at Country Aire drive and Pioneer Road. It was someone doing chainsaw sculpture.

Correspondence and announcements – Randy Vogel tendered his resignation from the Commission effective May 31, 2022. He stated it was an honor and pleasure serving with so many hard working and dedicated people. Bob Hartwig announced he will be appointing Andy Jones to finish Randy Vogel’s term (two years) and he will appoint Robert Traska to finish Hartwig’s term (one year) so that there will no longer be a quorum of the Town Board on the Parks & Planning Commission. These appointments will be made and confirmed at the June 9, 2022 Town Board meeting.

Adjournment of Parks and Planning Commission – Motion by A. Johnson, seconded by Bales to adjourn at 8:03pm. Motion Carried, 8-0

Respectfully submitted,

Jim Micech, Zoning Administrator

Bob Eichner, Town Clerk

Approved:



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
June 29, 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, Steve Fischer, and Andy Jones 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 Fischer, seconded by Bales, to approve the agenda as presented. Motion carried, 8-0.

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

Approval of the minutes of the May 25, 2022 Meeting – Motion by C. Johnson, seconded by Fischer, to approve the minutes of the May 25, 2022 Parks and Planning meeting. Motion carried, 8-0.

Member Richard Deming arrived at 7:04

Chad & Jenny Semrow – 2666 Cedar Creek Road – T7-0150-00A - Proposed outdoor wood burning stove – Conditional Use – Motion by Bales, second by Kufahl, to set the Public Hearing for the Conditional Use Permit for the July 27, 2022 Parks & Planning Commission meeting. Motion carried 9-0

Robert & Rachel Roesler / Brady Kennelly, Wolf River Electric – 1488 Spring Valley Road – T7-0879-00A – Proposed ground mounted solar panel array – Conditional Use Motion by C. Johnson, second by Fischer, to set the Public Hearing for the Conditional Use Permit for the July 27, 2022 Parks & Planning Commission meeting. Motion carried 9-0

Ted Weller, Pleasant Valley Tennis & Fitness – 2754 Pleasant Valley Road – T7-0124-00D – Concept Site Plan to construct two additional buildings per Section 3.09(A)(13) and (G) - B-2 Zoning – Mr. Weller was not present. Administrator Micech presented a conceptual plan for the construction of two additional buildings at Pleasant Valley Tennis Club to house indoor pickle-ball courts. The septic field will have to be relocated and the new building height will be limited to thirty-five feet. Commission consensus was to tell Mr. Weller to proceed with the project. No further action 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 presented revised conceptual plan. Comments: The Emergency Access road will be paved and will access Maple Road on Mr. Matuszczak Property. The location of the south terminus of Grainery Drive should be reconsidered as it appears that there is an electrical tower on the property to the south at the existing terminus location. Matuszczak request clarification on the cul-de-sac standard to be used. Engineer Clementi will follow-up. Matuszczak proposed placing a model farm windmill and school bus warming shed in the



subdivision entrance island. Citing potential safety concerns the commission recommended placing these features on the outlot adjacent to the entrance road. No further action was taken.

Meng Thao – 1204 Pioneer Road - T7-0924-00A, T7-0924-00Z & T7-00925-00Z – Final Certified Survey Map for a land division – A-1 Zoning. Motion by A. Johnson, second by C. Johnson, to recommend approval of the proposed CSM to the Town Board, contingent on completion of a developer’s agreement for the disposition of the existing sheds on the new lot 1. Motion carried 9-0.

Benjamin Ditton, Schreiber Foods – 807 Pleasant Valley Road – T7-0312-00A – Zoning Permit & Site Plan Review for installation of two Chiller Units and a HVAC Unit (RMAU) on the north side of the building per Section 3.10(A)(87) and (G)(1)– M-1 Zoning. Motion by C. Johnson, second by Jones to approve the location of the Chiller Units and HVAC Unit surrounded by an eight-foot-high chain link fence with privacy slats. Motion carried 9-0.

Garek Holley, McMahon Associates / Dave Call, Schreiber Foods – 807 Pleasant Valley Road – T7- 0312-00A – Zoning Permit and Site Plan Review for an additional wastewater treatment tank on west side of the building per Section 3.10(A)(87) and (G)(1)– M-1 Zoning. Motion by C. Johnson, second by Deming to approve the site plan for the additional wastewater treatment tank subject to the erosion control letter from Stantec, dated June 9, 2022. Motion carried 9-0.

Glenn Erickson – 869 County Road NN – T7-0007-00B – Concept site plan for storage condominiums for light manufacturing, shipping & receiving, warehouse storage and small business per Section 3.10(A)(1) through (87) and (G)(1)– M-1 Zoning. Mr. Erickson presented a concept to construct up to twenty business condominiums for Enterprise and/or Start-up businesses. The existing barn on the site will be removed. This is a three-phase project over 6-7 years. The barn will be removed, existing warehouses on-site remodeled, and the additional new units constructed. Atty. Andringa reminded all that all owner/occupants businesses must comply with the M-1 zoning. Commission Consensus was for the project to proceed. No further action was taken.

Carl Scholz, The Country Aire Project, LLC. – Conceptual Subdivision Layouts for Scheunemann Farms consisting of T7-0315-00A, 0315-00B, 0315-00C, T7-0315-00Z and T7-0316-00Y – A-1 Zoning. Mr. Scholz presented two new concepts for the subdivision to mitigate the need for a bypass lane on CTH M if Phase 2 of the current subdivision is to be constructed. The first alternate is to change the current Plat to four, ten acre lots using the existing cul-de-sac. The second alternate is to keep the eight lots with four lots being served by the phase one cul-de-sac and four lots served by a second cul-de-sac accessing CTH M. further south. Because each road accesses four lots, the by-pass on CTH M is not required by the County. The commission favored the second alternative as smaller lots are generally better maintained. The commission will consider either Plat. No further action was taken.

Discussion regarding Section 4.10(B) Solar Energy Conversion Systems – Conditional Use Requirements for Solar Panel Systems. Administrator Micech asked for input on solar energy systems permitting procedure. Micech proposed that solar arrays mounted on a structure can be administered through the building permit process. Detached, ground systems are to be considered accessory structures and will be administered through the Conditional Use permit process. This may require an ordinance amendment. The Commission concurred. No further action was taken.



Zoning Administrator's Report – Administrator Micech reported that the Lodwick inspection lawsuit is winding down. On June 9th, the inspection of the garage was completed with no violations noted. A pretrial hearing will be held on July 11, 2022. The only outstanding violation is on berm Mr. Lodwick constructed. Micech has also been dealing with a 'squatter in the old blacksmith shop on Western Ave.

Correspondence and announcements – The damaged 3-phase meter for town hall has been repaired. C. Johnson will not be at the July Parks and Planning Commission meeting.

Adjournment of Parks and Planning Commission – Motion by Bales, seconded by Kufahl to adjourn at 9:15pm. Motion Carried, 9-0

Respectfully submitted,

Jim Micech, Zoning Administrator

Bob Eichner, Town Clerk

Approved:



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
July 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, Vice-Chairman Arlyn Johnson, John Bales, Joe Kufahl, Bob Traska, and Andy Jones were present. Members Chad Johnson and Steve Fischer were excused Also present were Town Engineer Matt Clementi, Zoning Administrator Jim Micech, and Town Clerk Bob Eichner.

Approval of the Agenda – Motion by Bales, seconded by Kufahl, to approve the agenda as presented. Motion carried, 7-0.

Approval of the minutes of the June 29, 2022 Meeting – Motion by Traska, seconded by Deming, to approve the minutes of the June 29, 2022 Parks and Planning meeting. Motion carried, 7-0.

Any Town Resident to comment on any agenda item – Natalie Schmidt, 640 Pleasant Valley Road, commented that she has property adjacent to the County Aire Development. She hoped the Commission would request from the developer, plans for the remainder of the property south of the current development. She also asked if stormwater retention is required for the current development.

No other comments.

Parks and Planning Commission – Public Hearing - Chad & Jenny Semrow – 2666 Cedar Creek Road – T7-0150-00A - Conditional Use Permit Request for installation of an exterior wood boiler/burner in the rear yard. – Motion by Bales, second by Jones, to open the Public Hearing. Motion carried 7-0. There were no public comments. Motion by Traska, second by Deming to close the public hearing. Motion carried 7-0.

Chad & Jenny Semrow – 2666 Cedar Creek Road – T7-0150-00A - Conditional Use Permit Request for installation of an exterior wood boiler/burner in the rear yard. Motion by Jones, second by Traska, to approve the Conditional Use Permit. Motion carried 7-0.

Parks and Planning Commission – Public Hearing - Robert & Rachel Roesler / Brady Kennelly, Wolf River Electric – 1488 Spring Valley Road – T7-0879-00A – Conditional Use Permit Request for installation of a ground mounted solar panel array in the side yard area. Motion by Jones, second by Bales, to open the Public Hearing. Motion carried 7-0. There were no public comments. Motion by Jones, second by Deming to close the Public Hearing. Motion carried 7-0.

Robert & Rachel Roesler / Brady Kennelly, Wolf River Electric – 1488 Spring Valley Road – T7-0879-00A – Conditional Use Permit Request for installation of a ground mounted solar panel array in the side yard area. Ms. Roesler stated that the array has been approved by WE Energies. Motion by Jones, second by Bales, to approve the Conditional Use Permit. Motion carried 7-0

Anton & Janice Matuszczak – 4736 Maple Road – T7-0074, 0075 & 0076 – Concept Plan for Windmill Trace a R-1 Cluster Single Family Subdivision. – Mr. Matuszczak stated that the south segment of Grainery Road was removed due the conflict with the electric power tower. The commissioners present were split on the need for the road segment. The commission also

concurrent that the emergency access road should be paved and plowed in the winter for year-round access. Motion by Kufahl, second by Bales, to approve the conceptual lots for soil borings, except lots 41, 42, and 43 for possible relocation of Grainery Road and extension to the south line of the development, and that the Emergency Access road be paved and maintained for year-round access. Motion carried. 6-1; A. Johnson, Nay.

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 proposed draft resolution. The draft resolution to amend the Comprehensive Plan to be voted on at the August 31, 2022 meeting. No further action was taken.

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. The draft support memorandum for the zoning change was presented. This will be voted on at the August 31, 2022 meeting. No further action was taken.

Carl Scholz, The Country Aire Project, LLC. – Conceptual Subdivision Layouts for Scheunemann Farms consisting of T7-0315-00A, 0315-00B, 0315-00C, T7-0315-00Z and T7-0316-00Y – A-1 Zoning. Mr. Scholz presented a new CSM for the project showing 4 10-acre lots to replace the original Phase one CSM previously approved. Mr. Scholz stated that the remainder of the original farm, approximately forty acres, will remain as is with the original farm structures. The proposal is to use proceeds from the CSM lot sales to refurbish the original farm buildings. Motion by A. Johnson, second by Bales, to recommend the CSM for approval by the Town Board, contingent upon proper vacation of the original CSM, per Attorney Andringa’s recommendations. Motion carried 7-0

Matt Clementi, Town Engineer, Stantec - Mequon – Town of Jackson Cul-de-Sac Design Standards. Engineer Clementi presented 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. For roads requiring a temporary cul-de-sac, the cul-de-sac shall be a fully paved 66’ radius. No further action taken.

Zoning Administrator’s Report – Administrator Micech reported that, effective July 22, 2022, Micech is delegated to review plans for, and inspect construction of, residential construction and commercial construction up to 100,000 square feet.

Correspondence and announcements – no report.

Adjournment of Parks and Planning Commission – Motion by Bales, seconded by Kufahl to adjourn at 9:03pm. Motion Carried, 7-0

Respectfully submitted,

Jim Micech, Zoning Administrator

Robert M. Eichner, Town Clerk

Approved: August 31, 2022



**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:



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
September 28, 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, Steve Fischer, Rich Deming, and Andy Jones were present. Also present were Town Engineer Matt Clementi, Town attorney Tim Andringa, Zoning Administrator Jim Micech, and Town Clerk Bob Eichner.

Approval of the Agenda – Zoning administrator noted that item 11, the Lodwick grading plan and Item 12, the Country Aire Project Developer's agreement, will not be considered at this meeting. Motion by Bales, seconded by C. Johnson, to approve the amended agenda. Motion carried, 9-0.

Any Town Resident to comment on any agenda item – Fourteen residents present commented on the Conditional Use Permit application for the proposed solar array by OneEnergy Development. Five residents were either in favor of the project or preferred the project over residential development. The rest had concerns such as safety, health issues property values, and habitat destruction. There were no other comments.

Approval of the minutes of the August 31, 2022 Meeting – Motion by C. Johnson, seconded by Deming, to approve the minutes of the August 31, 2022 Parks and Planning meeting. Motion carried, 9-0.

Brian A. & Kevin J. Kazmierczk – 3030 Church Road Final CSM for a land division of T7-0683 – request to section off the existing single-family residence from the main parcel. Motion by Jones, second by C. Johnson, to recommend approval of the final CSM to the Town Board for approval. Motion carried. 9-0

OneEnergy Development, LLC – 1040 Sherman Road – T7-0621 and -0622 – Conditional Use Request for a proposed Kalmia Solar Project. Ground mounted panels will be installed on approx. thirty-two acres of the total 80-acre combined parcel area. Mr. Eric Udelhofen from OneEnergy presented the proposal for the Solar Array and responded to many of the questions and concerns that the residents brought up in the public comments. After discussion, a motion by C. Johnson, second by Jones, to set the Public Hearing for the CUP for October 26, 2022 Parks & Planning Commission Meeting at 7:00pm. Motion carried 9-0.

Chairman Klug recused himself for the next item. A. Johnson took the Chair.

Brian & Brittney Anhalt; Luke Wassink & Crystal Lindenberg – T7-0331 – CSM Concept Review for a future land division of vacant land on Cedar Creek Road consisting of 34.89 acres into two lots approximately equal in size. The couples presented a conceptual plan for a land division of the subject parcel. After discussion, the Commissions consensus was to have the couples proceed with the CSM. No further action was taken.

Chairman Klug re-took the Chair.

Austin Mozden – 2039 Sherman Road – T7-0730-00C – Conditional Use Request for a proposed outdoor wood burner/boiler. Motion by Bales, second by Jones to set the Public Hearing for the CUP for October 26, 2022, Parks & Planning Commission Meeting at 7:00pm. Motion carried 9-0.

Anton & Janice Matuszczak – 4736 Maple Road – T7-0074, 0075 & 0076 – Concept Plan for Windmill Trace a R-1 Cluster Single Family Subdivision. Update and discussion of road costs and maintenance for the future road extension to the south. – Mr. Matuszczak asked once again for guidance on the need for the south leg of Grainery Road. He said that the cost for the stub would be about \$200,000. Mr. Matuszczak does not believe that the stub will ever be used by any development to the south. A majority of the commissioners' position is that good future planning calls for the stubs to any future developments and should be included on the preliminary plat. No other action was taken.

Zoning Administrator's Report – Attorney Andringa reported on the outcome of the Lodwick trial on September 15th. The Court found in favor of the Town. The next step is deciding the fines to the Town. Mr. Lodwick still must come into compliance with his ground fill. The Erickson's have been inquiring on the processes for a CUP and/or a variance for excessive livestock on their property. Clerk Eichner reported that the remodel is underway, the underground plumbing is complete, and the floor will be poured soon.

Correspondence and announcements – no report.

Adjournment of Parks and Planning Commission – Motion by Bales, seconded by Kufahl, to adjourn at 9:00pm. Motion Carried, 9-0

Respectfully submitted,

Jim Micech, Zoning Administrator

Robert M. Eichner, Town Clerk

Approved: 10-26-2022



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
October 26, 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, Steve Fischer, Rich Deming, and Andy Jones were present. Also present were Town Engineer Matt Clementi, Town attorney Tim Andringa, Zoning Administrator Jim Micech, and Town Clerk Bob Eichner.

Approval of the Agenda – Zoning Administrator request that Items 10 & 11 on the agenda be considered before the Public Hearings. Motion by Kufahl, seconded by Jones, to approve the amended agenda. Motion carried, 9-0.

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

Approval of the minutes of the September 28, 2022 Meeting – Motion by C. Johnson, seconded by Bales, to approve the minutes of the September 28, 2022 Parks and Planning meeting. Motion carried, 9-0.

Chairman Klug recused himself as he has an interest in the following item. Vice Chair A. Johnson assumed the Chair.

Douglas R. Lane and Sarah Noble Lane – T7-0331 – Final CSM Review for a land division of vacant land on Cedar Creek Road consisting of 34.89 acres into two lots. Discussion and possible action. Motion by Jones, second by Traska, to recommend approval of the final CSM to the Town Board for approval. Motion carried. 8-0.

Chairman Klug reassumed the Chair.

Timothy Lodwick – 1447 Hwy 60 – T7-0578-00E – Final Master Grading Plan for completed landscaping and altering the west portion of the lot greater than 24” in height - Discussion and possible action. Motion by C. Johnson, seconded by Bales to approve the Master Grading Plan for Timothy Lodwick. Motion carried 9-0.

Open Public Hearing - Austin Mozdzen – 2039 Sherman Road – T7-0730-00C - Conditional Use Permit Request for installation of an exterior wood boiler/burner in the rear yard. Motion by Kufahl, seconded by Jones, to Open the Public Hearing. Motion carried 9-0.

Comments: Tom Okruhlica stated his concern that the wrong type of fuel would be used in the wood burning furnace. The Commissioners informed Mr. Okruhlica that the CUP will clearly state the fuel permitted for use. There were no other comments.

Motion by Bales, seconded by Fischer, to close the Public Hearing, Motion carried 9-0

Austin Mozdzen – 2039 Sherman Road – T7-0730-00C – Conditional Use Request for a proposed outdoor wood burner/boiler. Motion by Bales, seconded by C Johnson, to approve the CUP, as presented. Motion carried 9-0.

Public Hearing - OneEnergy Development, LLC – 1040 Sherman Road – T7-0621 and -0622 – Conditional Use Request for a proposed Kalmia Solar Project. Ground mounted panels will be installed on approx. 32 acres of the total 80-acre combined parcel area.

Motion by Traska, seconded by Deming, to open the public hearing. Motion carried 9-0

Comments: Mr. Eric Udelhofen of OneEnergy presented information on the make-up of the solar panels and connected system, the construction and removal of the system at the end of the project. Comments and concerns from those in attendance: Risk of Fire, Health risks, loss of property values, sight lines and screening issues.

Motion by Bales, seconded by Deming to close the public hearing

OneEnergy Development, LLC – 1040 Sherman Road – T7-0621 and -0622 – Conditional Use Request for a proposed Kalmia Solar Project. Ground mounted panels will be installed on approx. thirty-two acres of the total 80-acre combined parcel area. The

commission asked several questions regarding installation and operation of the proposed system.

A. Johnson requested that a mandatory mowing clause be added to the CUP. Attorney Andringa stated that he could not recommend the project for approval by the Commission until the Landscape plan, erosion control plan, reclamation plan, and the financial guarantee are submitted by the applicant and approved. Motion by Bales, seconded by Fischer to table this item until the requirements set forth by Attorney Andringa are satisfied. Motion carried 9-0.

Zoning Administrator's Report – In November there will be a CUP request by Jody and Chad Erickson.

Correspondence and announcements – no report.

Adjournment of Parks and Planning Commission – Motion by Bales, seconded by Jones, to adjourn at 9:07pm. Motion Carried, 9-0

Respectfully submitted,

Jim Micech, Zoning Administrator

Robert M. Eichner, Town Clerk

Approved: 11-30-2022



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
November 30, 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, Bob Traska, Steve Fischer, Rich Deming, and Andy Jones were present. Joe Kufahl was 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 Bales, to approve the agenda as presented. Motion carried, 8-0.

Approval of the minutes of the September 28, 2022 Meeting – Motion by Traska, seconded by Deming, to approve the minutes of the October 26, 2022 Parks and Planning meeting. Motion carried, 8-0.

Any Town Resident to comment on any agenda item – Yolanda Bertram, 3421 Country Aire, spoke in opposition to the proposed solar farm, abutting the Bertram's back yard. The concern is that with no screening the proposed solar array will be visible from the Bertram's house and deck, and they are concerned about the resale value of their property if all you can see in the back yard is solar panels. Bertram's are requesting either a privacy fence or trees to screen the array.

Chad & Jody Erickson – 2045 Mill Road – T7-0737-00A – Conditional Use Request to allow more animals than permitted in Section 3.03(A)(9)(a)(b)(c)(d). Discussion and possible action to set a public hearing date. The Erikson's presented a request for a Conditional Use Permit to exceed the allowable number of livestock. Attorney Andringa explained that, under the current Town Zoning Code, the Parks and Planning Commission does not have any authority to grant a CUP of the type that the Erickson's are asking for. Attorney Andringa thought a better way for the Erickson's to proceed would be to ask the Board of Appeals to either overturn Attorney Andringa's opinion and require the commission to consider the CUP or to request a variance to the number of livestock permitted on their property. They could also ask the Town Board to consider amending or repealing the ordinance. Motion by C. Johnson, second by Bales to deny the application for a CUP on the grounds that the Parks & Planning Commission cannot legally issue the CUP in this instance. Motion carried 8-0.

Public Hearing - OneEnergy Development, LLC – 1040 Sherman Road – T7-0621 and - 0622 – Conditional Use Request for a proposed Kalmia Solar Project. Ground mounted panels will be installed on approx. 32 acres of the total 80-acre combined parcel area.

Motion by Traska, seconded by Deming, to open the public hearing. Motion carried 9-0
Comments: Mr. Eric Udelhofen of OneEnergy presented information on the make-up of the solar panels and connected system, the construction and removal of the system at the end of the project. Comments and concerns from those in attendance: Risk of Fire, Health risks, loss of property values, sight lines and screening issues.

Motion by Bales, seconded by Deming to close the public hearing

OneEnergy Development, LLC – 1040 Sherman Road – T7-0621 and -0622 – Conditional Use Request for a proposed Kalmia Solar Project. Ground mounted panels will be installed on approx. thirty-two acres of the total 80-acre combined parcel area. There was discussion regarding the financial guarantee and updated conditions of the CUP. One Energy will also provide adequate screening along the Bertram property line. Motion by A. Johnson, seconded by Bales, to approve the proposed CUP from OneEnergy upon satisfaction of the following conditions; addition language in condition g regarding liens, OneEnergy provides an \$80,000 bond at the time of building permit issuance and increases the bond to \$312,500 at the project construction completion, the bond amount may be revised every 5 years, or sooner at the request of OneEnergy, the property owners, or the Town of Jackson, condition q be amended to include ...transfer or lease..., and the 14 shrubs shown on the proposed landscape plan be replaced with trees. Motion carried 8-0.

Anton & Janice Matuszczak – 4736 Maple Road – T7-0074, 0075 & 0076 – Preliminary Plat Review for Windmill Trace a R-1 Cluster Single Family Subdivision. Discussion and possible action. Mr. Matuszczak presented the preliminary plat for the proposed subdivision. Mr. Matuszczak agreed to give both the Parks & Plan commission and the Town Board a 45-day extension for each of the reviews. Motion by A. Johnson, seconded by Jones, to place this item on hold and to acknowledge that the developer has verbally agreed to extend the review limit for the Park & Plan Commission and the review limit for the Town Board by 45 days each. Motion carried 8-0.

Zoning Administrator's Report – Micech has been talking to representatives from Family Dollar/Dollar Tree about building a store in the Town at the northeast corner of Eagle and STH 60. I will require a zoning change from A-1 to B-2 and the building will be small enough that sprinklers will not be required.

Correspondence and announcements – no report.

Adjournment of Parks and Planning Commission – Motion by Bales, seconded by Jones, to adjourn at 8:47pm. Motion Carried, 8-0

Respectfully submitted,

Jim Micech
Jim Micech, Zoning Administrator

Robert M. Eichner
Robert M. Eichner, Town Clerk

Approved: January 25, 2023