



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING**  
**January 25, 2023**

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, Vice-Chairman Arlyn Johnson, John Bales, Chad Johnson, Bob Traska, Steve Fischer, Joe Kufahl, and Andy Jones were present. Rich Deming was excused. Also present were Town Engineer Matt Clementi, Town attorney Tim Andringa, Zoning Administrator Jim Micech, and Town Clerk Bob Eichner.
3. **Approval of the Agenda** – Motion by Bales, seconded by Jones, to approve the agenda as presented. Motion carried, 8-0.
4. **Approval of the minutes of the November Meeting** – Motion by Traska, seconded by Deming, to approve the minutes of the November 30, 2022 Parks and Planning meeting. Motion carried, 8-0.
5. **Any Town Resident to comment on any agenda item** – No comments.
6. **Lee Schowalter – 2660 County Highway P – T7-0799-00Z – Concept Review for future land division to create a 10.1-acre parcel. Discussion only.** Mr. Schowalter presented a concept for splitting 10 acres off of the subject property. After discussion the consensus was to allow Mr. Schowalter to proceed with a CSM for the division including soil borings. No further action was taken.
7. **Pleasant Valley Tennis Club – Ted Weller - 2754 Pleasant Valley Road – T7-0124-00D – Concept review request for a proposed athletic sports dome to be installed 12 months/year at 3 existing tennis courts in front yard. Discussion only.** Mr. Weller presented a concept plan to erect an inflatable roof dome facility. There is an expired CUP for an earlier dome structure, and the foundations remain. Mr. Weller would like to reopen the expired CUP. After discussion, the Commission's consensus was for Mr. Weller to proceed. No further action was taken.
8. **Melissa Gindt & Corey Loosen – Request to Amend the 2050 Town Plan Map from M-1 to A-1 – T7-0088-00A. Discussion only.** The owners purchased the property from the Witte family. The parcel was divided by a single lot CSM in 2020. However, the zoning of M-1 was not changed at that time. The owners are requesting the comprehensive plan and zoning map be amended to Agricultural use and zoning. The commission suggested contacting the Witte family about changing the remaining property zoned M-1 to A-1. This is the first appearance before the commission and is for discussion only. No action taken.
9. **Melissa Gindt & Corey Loosen – Request to rezone T7-0088-00A from M-1 to A-1. Discussion only.** The owners purchased the property from the Witte family. The parcel was divided by a single lot CSM in 2020. However, the zoning of M-1 was not changed at that time. The owners are requesting the comprehensive plan and zoning map be amended to Agricultural use and zoning. The commission suggested contacting the Witte family about changing the remaining property zoned M-1 to A-1. This is the first appearance before the commission and is for discussion only. No action taken.

10. **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.** Engineer Clementi discussed his review of the preliminary plat. The main concern is a seasonal groundwater elevation about 2 feet below the existing grade. There are other issues which prevent any consideration of preliminary map at this time. During the discussion it was pointed out that the November 30, 2022 minutes for this Item are in error. There should be no specific dates listed. Motion by A. Johnson, seconded by Kufahl to reconsider Agenda Item 4, **approval of the November 30, 2022 minutes.** Motion carried 8-0. Motion by A. Johnson, seconded by Jones to amend the minutes of the November 30<sup>th</sup> meeting under the **Anton & Janice Matuszczak – 4736 Maple Road – T7-0074, 0075 & 0076 – Preliminary Plat Review for Windmill Trace a R-1 Cluster Single Family Subdivision,** to replace the motion with “*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. No further action was taken.
11. **Zoning Administrator’s Report** – The commission may be considering a land division for Lamm Gardens soon. However, there are a number of issues that to be addressed first.
12. **Correspondence and announcements** – no report.
13. **Adjournment of Parks and Planning Commission** – Motion by Bales, seconded by Jones, to adjourn at 8:11pm. Motion Carried, 8-0

Respectfully submitted,

Jim Micech, Zoning Administrator

Robert M. Eichner, Town Clerk

Approved: 3-1-2023



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING**  
**March 1, 2023**

**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, Steve Fischer, Joe Kufahl, Andy Jones, and Rich Deming. Bob Traska was excused. Also present were Town attorney Tim Andringa, Zoning Administrator Jim Micech, and Town Clerk Bob Eichner.

**Approval of the Agenda** – Motion by Bales, seconded by Jones, to approve the agenda as presented. Motion carried, 8-0.

**Approval of the minutes of the January Meeting** – Motion by C. Johnson, seconded by Bales, to approve the minutes of the January 25, 2023 Parks and Planning meeting. Motion carried, 8-0.

**Any Town Resident to comment on any agenda item** – Ms. Nathalie Schmidt, 788 Pleasant Valley Road spoke on Item 11. Ms. Schmidt lives across from the entrance to the Lannon quarry and made the following request when the Commission considers the CUP amendment by Payne & Dolan; Prohibit Jake (Engine) Braking at night, ask the drivers not to shift while going uphill to the East on Pleasant Valley Road, if possible, limit traffic leaving the quarry to westbound only on Pleasant Valley Road. Ms. Schmidt also asked the number of nights the amendment would be for. There were no other comments.

**Melissa Gindt & Corey Loosen – Resolution to Amend the 2050 Comprehensive Town Map and Rezone the property from M-1 to A-1 – T7-0088-00A. Discussion and possible action.** Motion by Fischer, seconded by, C. Johnson, to approve Resolution TOJ23-003 to amend the 2050 Comprehensive Land Use Plan and rezone the property at T7-0088-00A, from M-1 to A-1. Motion carried 8-0.

**Witte Living Trust – Request to Amend the 2050 Comprehensive Town Map from M-1 to A-1 – T7-0088-00Z. Discussion only.** The commission reviewed Draft Resolution TOJ23-004 amending the 2050 Comprehensive Land Use Plan and rezone the property at T7-0088-00Z, from M-1 to A-1. No further action taken.

**Witte Living Trust – Request to rezone T7-0088-00Z from M-1 & A-1 to A-1. Discussion only.** The commission reviewed Draft Ordinance TOJ23-002 amending the 2050 Comprehensive Land Use Plan and rezone the property at T7-0088-00Z, from M-1 to A-1. No further action taken.

**Pleasant Valley Tennis Club – Ted Weller - 2754 Pleasant Valley Road – T7-0124-00D – Concept review request for a proposed athletic sports dome to be installed 12 months/year at 3 existing tennis courts in front yard. Discussion only and set date for Public Hearing.** The commission will hold the Public Hearing for the CUP on April 26, 2023. No further action was taken.

**Windmill Trace – Indefinite Time Extension for Preliminary Plat Review. Discussion and possible action.** Motion by A. Johnson, seconded by Kufahl to accept the indefinite time extension for approval of the preliminary plat for Windmill Trace Subdivision, as offered in a February 1, 2023 letter from Anton Matuszczak. Motion carried 8-0.

Attorney Andringa recused himself from discussion of the following item.

**Payne & Dolan and Lannon Stone Products – Conditional Use Amendment - Request for additional evening hours of operation 6PM to 6 AM for a period of up to 45 days.**

Payne and Dolan, only, requested an amendment to their Conditional Use Permit to allow up to 45 nights (6pm to 6am) of operations. The Commission instructed Clerk Eichner to re-draft the letter used from 2022 for consideration at the March 29, 2023 Park & Planning Commission meeting. No further action was taken.

**JAYBA Contract Update – Arlyn Johnson – Discussion only.** The Town Board approved releasing the document to JAYBA for consideration at the February 9, 2023 meeting. Two major changes the Board made were an annual rent of \$1000/year above the reimbursables. Money will be set aside for Park buildings and grounds maintenance in the leased area and increasing the lease area to include the southern portion of the Town Hall parking lot. No further action was taken.

**Zoning Administrator's Report** – The proposal for senior housing facility on Pleasant Valley Road is not going to happen as the planners could not find adequate backing for the facility. There is a major flooding problems on properties along Sherman Road at Elm Road. New ponds seem to be the main cause of the problem. A survey and preliminary plans have been received for a land-locked parcel that was recently sold. Micech will need to notify the seller and buyer that this is an illegal land sale.

**Correspondence and announcements** – no report.

**Adjournment of Parks and Planning Commission** – Motion by Bales, seconded by Jones, to adjourn at 7:52pm. Motion Carried, 8-0

Respectfully submitted,

Jim Micech, Zoning Administrator

Robert M. Eichner, Town Clerk

Approved: 3-29-2023



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING**  
**March 29, 2023**

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, Vice-Chairman Arlyn Johnson, John Bales, Chad Johnson, Steve Fischer, Joe Kufahl, Andy Jones, and Bob Traska. Rich Deming has resigned and was not present. Also present were Zoning Administrator Jim Micech, and Town Clerk Bob Eichner.
3. **Approval of the Agenda** – Motion by Traska, seconded by Bales, to approve the agenda as presented. Motion carried, 8-0.
4. **Approval of the minutes of the January Meeting** – Motion by Jones, seconded by Fischer, to approve the minutes of the March 1, 2023 Parks and Planning meeting. Motion carried, 8-0.
5. **Any Town Resident to comment on any agenda item** – There were no comments.
6. **Witte Living Trust – Resolution TOJ23-004 to Recommend the Town Board amend the 2050 Comprehensive Town Map and the Town Zoning Map from M-1 & A-1 to A-1 only – the property T7-0088-00Z, Witte Living Trust, owner.** Motion by C. Johnson, seconded by, Jones, to approve Resolution TOJ23-004. Motion carried 8-0.
7. **Payne & Dolan and Lannon Stone Products – Conditional Use Amendment - Request for additional evening hours of operation 6PM to 6 AM for a period of up to 45 days.** Motion by Fischer, second by Bales to approve the draft letter conditionally granting Payne & Dolan 45 days in 2023 for night operations. Motion carried 8-0
8. **Shipping Containers/Accessory Structures. Discussion only.** Administrator Micech inquired how he should address requests for the use of shipping containers and/or semi-trailer boxes as storage sheds. There does not appear to be much in the zoning code about this option. After discussion, the consensus of the Commission was that they should be allowed in commercial/business/ manufacturing zones. And should be allowed in Residential and agricultural zoning with a minimum acreage requirement. The permitting should be through either a zoning permit or conditional use permit. This item will be discussed at the April Town Board meeting as well. No further action was taken.
9. **Zoning Administrator's Report** – Micech reported that the architect for Family Dollar/Dollar Tree stores contacted Micech for a letter that states that the Town will support a land use and zoning change for a proposed new store at the northeast corner of Eagle Drive and STH 60. Micech is trying to keep this commercial development in the Town. There is currently no new progress on the Windmill Trace Subdivision. The public hearing for the sports dome at Pleasant Valley Tennis Club will be held at the April 26, 2023 Park & Plan Commission meeting. Micech also discussed resolution for two landlocked parcels at CTH NN and CTH M.
10. **Correspondence and announcements** – no report.
11. **Adjournment of Parks and Planning Commission** – Motion by Bales, seconded by Jones, to adjourn at 8:34pm. Motion Carried, 8-0

Respectfully submitted,

Jim Micech, Zoning Administrator

Robert M. Eichner, Town Clerk

Approved: April 26, 2023



## **MINUTES OF THE PARK AND PLANNING COMMISSION MEETING**

**April 26, 2023**

**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.

**Roll Call** – Member present: Vice-Chairman Arlyn Johnson, John Bales, Chad Johnson, Steve Fischer, Andy Jones, and Bob Traska. Chairman Dave Klug and Member Joe Kufahl are excused. Rich Deming has resigned and was not present. Also present were Attorney, Tim Andringa, Zoning Administrator Jim Micech, and Town Clerk Bob Eichner.

**Approval of the Agenda** – Motion by Bales, seconded by Jones, to approve the agenda as presented. Motion carried, 6-0.

**Approval of the minutes of the March Meeting** – Motion by C. Johnson, seconded by Jones, to approve the minutes of the March 29, 2023 Parks and Planning meeting. Motion carried, 6-0.

**Any Town Resident to comment on any agenda item** – There were no comments.

**Open Public Hearing- Public Hearing to discuss application for a Conditional Use Permit for the installation of a Sports Dome to be installed 12 months per year at 2754 Pleasant Valley Road at the existing three (3) tennis courts located in the front yard - T7-0124-00D – Ted Weller, Pleasant Valley Plant14, LLC.** Motion by Bales, second by Traska to open the public hearing. Motion carried 6-0. No public comments were made at the hearing.

**Close Public Hearing for a Conditional Use Permit for installation of a Sports Dome at 2754 Pleasant Valley Road – T7-0124-00D.** Motion by C. Johnson, second by Jones, to close the Public Hearing. Motion carried 6-0

**Discussion and possible action for a Conditional Use Permit for the installation of a Sports Dome at 2754 Pleasant Valley Road to be installed 12 months per year – T7-0124-00D – Ted Weller, Pleasant Valley Plant14, LLC.** Motion by Bales, second by Jones, to approve the Conditional Use Permit, striking paragraph 3(i) requiring arborvitae screening around the HVAC equipment and backup generator. Motion carried 6-0

**Hans Lamm & John Lamm of Jackson, Inc. – Certified Survey Map Concept Review - T7-0523, T7-0523-00A and T7-0527-00Z. Discussion only.** The Lamm's presented a preliminary CSM to divide the property currently being used by LammScapes Nursery. After discussion, the consensus of the Commission was to proceed with a revised CSM. No further action was taken.

**Jonathan & Jeni Loyas– Certified Survey Map Concept Review – T7-0010 and T7-0009. Discussion only.** The Loyas' presented a preliminary CSM for a land swap to provide for conforming access for the rear lot to Country Aire Drive. After discussion, the consensus of the Commission was that the Loyas' should proceed with the final CSM. No further action was taken.

**Mark Stoffel, Stowan Farms, LLC. – Concept Plan Review for construction of a greenhouse for a Nursery/Garden Center – B-2 Zoning - T7-0117-00B. Discussion only.** Mr. Stoffel presented a preliminary concept for a green house on the subject property. After discussion, the consensus of the Commission was that the Loyas' should proceed with the final CSM. No further action was taken.

**Shipping Containers/Accessory Structures. Discussion only.** Motion by Traska, second by C. Johnson to table this discussion until absent and incoming members are present at future meetings. Motion carried 6-0.

**Zoning Administrator's Report** – Micech reported that the Town received an open records request for the Laboy/Gergens landlocked parcel off of CTH NN.

**Correspondence and announcements** – Clerk Eichner presented a declaration from the Wisconsin Historical Society designating 1125 Western Avenue, the Blacksmith Shop in Kirchhayn, a state historical landmark..

**Adjournment of Parks and Planning Commission** – Motion by Bales, seconded by Jones, to adjourn at 8:56pm. Motion Carried, 6-0

Respectfully submitted,

*Jim Micech*

Jim Micech, Zoning Administrator

*Robert M Eichner*

Robert M. Eichner, Town Clerk

Approved: 6-28-2023





## MINUTES OF THE PARK AND PLANNING COMMISSION MEETING

June 28, 2023

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 Dave Klug, Vice-Chairman Arlyn Johnson, John Bales, Chad Johnson, Dave Behringer, Andy Jones, Bob Traska, Marcy Bishop, and Dennis Bell. 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 Bales, to approve the agenda as presented. Motion carried, 9-0.
4. **Approval of the minutes of the April Meeting** – Motion by Bales, seconded by C Johnson, to approve the minutes of the April 26, 2023 Parks and Planning meeting. Motion carried, 9-0.
5. **Any Town Resident to comment on any agenda item** – Richard Guslick, 3819 County Aire Drive commented on Item 10. Mr. Guslick has had 4 containers for almost 5 years along side his barn. They are hard to see, and he has had no neighbor complaints. Mr. Guslick asked if these might be grandfathered in if a decision to regulate the containers is made. No further comments.
6. **Hans Lamm & John Lamm of Jackson, Inc. – Certified Survey Map Concept Review – T7-0523, T7-0523-00A and T7-0527-00Z - A-1. Discussion only.** The applicants presented a revised conceptual CSM. After discussion the consensus of the Commission was to proceed with the CSM, incorporating Parcels 2300A and 0525 in the final CSM. No other action taken.
7. **Matt & Dawn Englehardt / Lindsey Hansen, Arch Solar, Inc. – 3020 Country Aire Drive – T7-0657-00Z – A-1 - Proposed ground mounted solar panel array – Conditional Use – Discussion and possible action to schedule a public hearing.** Motion by Bales, second by Bishop, to schedule the public hearing for the Conditional Use Permit, for the Parks & Planning meeting on July 26, 2023. Motion carried 9-0
8. **Glen Erickson – 869 County Highway NN – T7-0007-00B – M-1 - Approval for exterior and interior alterations to an existing building for creation of 11 individual business/storage suites - Discussion and possible action.** Motion by C. Johnson, seconded by Jones to approve remodeling the existing building adding 5 exterior doors and 12 exterior windows and interior modifications to provide space for up to 11 individual business/storage suites. Motion carried 9-0.
9. **Mitch Krueger – Certified Survey Map - T7-0517-00E. Proposed land division to add land area from Lot 2 to Lot 1 – B-2 - Discussion and possible action.** Motion by A. Johnson, second by Bishop, to approve the Certified Survey Map as presented. Motion carried 9-0
10. **Shipping Containers/Accessory Structures. Discussion and possible action.** Motion by Bales, second by Jones to recommend creation of an ordinance regulating shipping containers/semitrailers/truck boxes for use as accessory structures, considering conditions presented by C. Johnson. Motion carried 9-0.



11. **Zoning Administrator's Report** – Micech reported that he received several inquiries for possible uses for the El Doman, Inc restaurant currently for sale. One was to demolish the site and build row houses, which would require rezoning and probable annexation to the village. Secondly, demolish the site and construct storage units which could remain in the town. The Stillery is looking to purchase the restaurant, but the current owner cancelled a walk through.

Next month's meeting will begin at 6:00pm at Lannon Quarry to review the site prior to consideration of Lannon's CUP renewal.

The pond on Sherman Road is almost pumped dry. He is currently locating and repairing drain tile if damaged. The town has regraded the road ditch to help with site drainage.

12. **Correspondence and announcements** – none

13. **Adjournment of Parks and Planning Commission** – Motion by A. Johnson, seconded by Behringer, to adjourn at 8:42pm. Motion Carried, 9-0

Respectfully submitted,

*Jim Micech*  
Jim Micech, Zoning Administrator

*Robert M. Eichner*  
Robert M. Eichner, Town Clerk

Approved: 7-26-2023



## MINUTES OF THE PARK AND PLANNING COMMISSION MEETING

July 26, 2023

1. **Call meeting to order.** Meeting was called to order at 6 PM by Chairman Dave Klug at Lannon Stone Products Quarry at 675 Pleasant Valley Road, West Bend. Members present: Chairman Dave Klug, Vice Chairman Arlyn Johnson, John Bales, Dave Behringer, Andy Jones, Bob Traska, Dennis Bell, Bob Hartwig and Zoning Administrator Jim Micech. Absent: Marcy Bishop and Chad Johnson. Nathon Swinton from Lannon Stone Products gave an informative presentation of the daily operations, expected length of time the Quarry will remain in operation, recent changes, and upgrades to machinery and how it affects the efficiency of their operations followed by a site tour.
2. **Close meeting and reconvene at the Town Hall** – A motion by John Bales, seconded by Andy Jones to close the meeting and reconvene meeting at the Town Hall. Motion carried, 7-0.
3. **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 Zoning Administrator Jim Micech confirmed proper notice of the meeting.
4. **Roll Call** – Member present: Chairman Dave Klug, Vice-Chairman Arlyn Johnson, John Bales, Dave Behringer, Andy Jones, Bob Traska, Marcy Bishop, and Dennis Bell. Absent: Chad Johnson. Also present were Attorney, Tim Andringa, and Zoning Administrator Jim Micech.
5. **Approval of the Agenda** – Motion by Jones, seconded by Bales, to approve the agenda as presented. Motion carried, 8-0.
6. **Approval of the minutes of the June Meeting** – Motion by Bales, seconded by Bishop, to approve the minutes of the June 28, 2023, Parks, and Planning meeting with corrections to Item 11 to remove “El” from El Doman, Inc. Motion carried, 8-0.
7. **Any Town Resident to comment on any agenda item** – Eric Prange, 2995 County Aire Drive commented on Item 6 on the agenda. Mr. Prange has concerns about heat generated by the solar panels and if it will affect songbirds. No further comments.
8. **Open Public Hearing- Public Hearing to discuss application for a Conditional Use Permit for the installation of a ground mounted solar panel array at 3020 Country Aire Drive –A-1 – T7-0657-00Z – Matt & Dawn Englehardt / Lindsey Hansen, Arch Solar, Inc.** – Motion to open the public hearing by John Bales, seconded by Andy Jones. Motion carried 8-0. Jennifer Larson from Arch Solar responded to Mr. Prange’s question stating that little to no heat is generated by the solar panels. No further comments.
9. **Close Public Hearing for a Conditional Use Permit for installation of a ground mounted solar panel array at 3020 Country Aire Drive – T7-0657-00Z.** Motion to close the public hearing by Jones, seconded by Bishop. Motion carried 8-0.
10. **Discussion and possible action for a Conditional Use Permit for the installation of a ground mounted solar panel array at 3020 Country Aire Drive –A-1 – T7-0657-00Z – Matt & Dawn Englehardt / Lindsey Hansen, Arch Solar, Inc.** – Vice Chairman, A. Johnson asked what the expected service life was of the residential panels and what happens after the panels reach their max. service life. Jennifer Larson from Arch Solar responded the panels have a 25-30 years’ service life and then will get recycled. Motion by Traska, seconded by Jones to approve the conditional use permit. Motion carried 8-0.

11. **Lannon Stone Products – Conditional Use Review and Renewal – Discussion and possible action.** Discussion regarding the Letter of Credit extension and Items I and J regarding the Conditional Use Permits for Payne and Dolan Inc. and Ozinga Ready Mix if they were expired and if new Conditional Use Permits were required. Motion by A. Johnson, seconded by Bales to table until the next meeting for more information. Motion carried 8-0.
12. **John & Debra Goll – Certified Survey Map Concept Review - T7-0434 and -0435 – A-1 – land division for creation of a new 6.8-acre parcel – Discussion only.** Discussion regarding creating a new lot and how to address the other parcels that do not front a public street occurred. A poll was taken in favor of the new lot and to consolidate all remaining lots into one lot. No other action taken.
13. **Shipping Containers/Accessory Structures. Discussion and possible action.** Attorney Andringa summarized the proposed draft ordinance to regulate shipping and box containers in the various zoning districts. This proposed draft ordinance will be discussed at the August Town Board meeting for their input and will be back at the August 30th Park and Planning Meeting. No further action taken.
14. **Zoning Administrator's Report** Micech reported there was a request for rezoning seven (7) lots on Sherman Road east of Elm Road that will be discussed at the next meeting. A question was made regarding the business located at the southeastern corner of Maple Road and County NN appears to be vacant. Micech reported that he was contacted by an interested buyer that was looking to run a machine shop type business at this location.
15. **Correspondence and announcement** – none
16. **Adjournment of Parks and Planning Commission** – Motion by A. Johnson, seconded by Jones to adjourn at 8:44 pm. Motion carried, 8-0

Respectfully submitted,

*Jim Micech*

Jim Micech, Zoning Administrator

Approved: August 30, 2023



## MINUTES OF THE PARK AND PLANNING COMMISSION MEETING

August 30, 2023

**Call meeting to order, Pledge of Allegiance and confirmation of meeting notice.** The meeting was called to order, with the reciting of the Pledge of Allegiance, at 7:00pm by Chairman Dave Klug. Zoning Administrator Jim Micech confirmed proper notice of the meeting.

**Roll Call** – Members present: Chairman Dave Klug, Vice Chairman Arlyn Johnson, John Bales, Dave Behringer, Andy Jones, Bob Traska, Dennis Bell, Marcy Bishop, and Chad Johnson. Also Present was Zoning Administrator Jim Micech, Attorney Tim Andringa, and Clerk Bob Eichner.

**Approval of the Agenda** – Motion by Bales, seconded by Traska, to approve the agenda as presented. Motion carried, 9-0.

**Approval of the minutes of the June Meeting** – Bishop requested a correction in the minutes – Item 10 “motion by Traska” should state “Motion to approve by Traska” Motion by Bell, seconded by Bishop, to approve the amended minutes of the July 26, 2023, Parks, and Planning meeting. Motion carried, 9-0.

**Any Town Resident to comment on any agenda item** – Rich Guslick 3819 Country Aire Drive spoke regarding Item 12, questioning if containers will be allowed on A-1 parcels with no house? Tom Zernia, Boss Realty asked to be heard on Item 8. No further comments.

**Lannon Stone Products – Conditional Use Review and Renewal – Discussion and possible action.** Motion by A. Johnson, seconded by C. Johnson to approve an extension of the Conditional Use Permit for 2024 and 2025. Motion carried 9-0.

Hans Dawson informed the Commission that due to a change in State Law, Lannon Stone Products and Payne & Dolan are no longer required to obtain permission from local governments to work outside of normal hours. Mr. Dawson did say that Lannon will inform the Town when this occurs and that the quarry will operate under the conditions set in previous CUP amendments for after-hours work.

**Charlotte Gruszynski – 1015 Sherman Road – Petition request for Rezoning Tax Parcels T7-0669-00C, T7-0669-00D, T7-0669-00B, T7-0669, T7-0667-00A, T7-0667-00B and T7-0667-00C from A-1 to R-1 – Discussion and possible action.** After discussion the consensus of the Commission was to move this to the Town Board to set a public hearing for the rezone. No further action was taken.

**B & L Properties d.b.a. Bob’s Main Street Auto & Towing – 2085 CTH Hwy NN – Concept Plan Review for Zoning Change from M-1 to M-2 and Site Plan Review and discussion of self-storage units – T7-0073-00B - Discussion only.** After discussion the consensus of the Commission was to move this to the Town Board to set a public hearing the rezone. No further action was taken.

**Derek & Jessica Strohm – Conditional Use request for an In-Law Unit constructed in a new single-family residence at T7-0744 – A-1 – Discussion and possible action to set a public hearing as required per Title X Chapter 4.06(O) In-Law Unit.** Motion by Bishop, seconded by Bales to set the public hearing for the CUP request to September 27, 2023. Motion carried 9-0.

**The Country Aire Project, LLC. – 4320 Country Aire Drive - CSM for land division of parcels T7-0316-00X and T7-0323 – A1 – Discussion and possible action.** Motion by A. Johnson, seconded by Jones, to recommend approval of the CSM to the Town Board. Motion carried 9-0.

**Town of Jackson Immanuel Cemetery – Approval to relocate sign closer to Mill Road and approval of replacement sign as required per Title X Chapter 6.030(A). Discussion and possible action.** Motion by Bales, seconded by Jones, to permit the relocation of the Immanuel Cemetery closer to Mill Road. Motion carried 9-0.

**Shipping Containers/Accessory Structures. Discussion and possible action.** The draft ordinance as amended by the Town Board on August 10, 2023. Revisions were made regarding number and size of containers allowed in each zoning district for consideration by the Town Board on September 14, 2023. No further action taken.

**Zoning Administrator's Report** Micech reported that Doman's has been sold. It will remain a restaurant. Bob Hartwig, Clerk Eichner, and Micech attended a meeting with the Town of Cedarburg about Lannon Quarry using a contiguous parcel in the Town of Cedarburg for reclamation spoil storage, which will require a Reclamation Plan amendment. Atty Andringa announced that effective May 1, 2024, he will be retired from his role as corporate council for the Town of Jackson.

**Correspondence and announcement** – none

**Adjournment of Parks and Planning Commission** – Motion by Bales, seconded by Jones to adjourn at 8:47 pm. Motion carried, 9-0.

Respectfully submitted,

*Robert M Eichner*

Robert M Eichner, Town Clerk

*Jim Micech*

Jim Micech, Zoning Administrator

Approved: September 27, 2023



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING**  
**September 27, 2023**

1. **Call meeting to order, Pledge of Allegiance and confirmation of meeting notice.** The meeting was called to order, with the reciting of the Pledge of Allegiance, at 7:00pm by Chairman Dave Klug. Clerk Eichner confirmed proper notice of the meeting.
2. **Roll Call** – Members present: Chairman Dave Klug, Vice Chairman Arlyn Johnson, John Bales, Dave Behringer, Andy Jones, Bob Traska, Dennis Bell, Marcy Bishop, and Chad Johnson. Also Present was Zoning Administrator Jim Micech, Attorney Tim Andringa, and Clerk Bob Eichner.
3. **Approval of the Agenda** – Motion by Bales, seconded by Traska, to approve the agenda as presented. Motion carried, 9-0.
4. **Approval of the minutes of the August Meeting** – Motion by Bishop, seconded by Bell, to approve the minutes of the August 30, 2023, Parks, and Planning meeting. Motion carried, 9-0.
5. **Any Town Resident to comment on any agenda item** – No comments.
6. **Open Public Hearing to discuss a Conditional Use Permit for an In-Law Unit constructed in a new single-family residence at T7-0744 per Title X Chapter 4.06(O) – A-1 - Derek & Jessica Strohm.** Motion by C. Johnson, seconded by Jones to open the public hearing. Motion carried 9-0.  
Cy Sweicichowski, 2985 Division Road, requested information on why this was being considered. Answer: Allow parents to live with adult children. The sight is secluded and Strohm's have done this before in the Town of Erin and they believe that this type of home will be constructed more in the future.
7. **Close Public Hearing to discuss a Conditional Use Permit for an In-Law Unit constructed in a new single-family residence at T7-0744 per Title X Chapter 4.06(O) – A-1 - Derek & Jessica Strohm.** Motion by C. Johnson, seconded by Bales to close the public hearing. Motion carried 9-0
8. **Derek & Jessica Strohm – Conditional Use request for an In-Law Unit constructed in a new single-family residence at T7-0744 – A-1 – Discussion and possible action to set a public hearing as required per Title X Chapter 4.06(O) In-Law Unit.** Motion by Bishop, seconded by Behringer to approve the CUP. Motion carried 9-0.  
Commissioner Jones recused himself.
9. **Charlotte Gruszynski – 1015 Sherman Road – Petition request for Rezoning Tax Parcels T7-0669-00C, T7-0669-00D, T7-0669-00B, T7-0669, T7-0667-00A, T7-0667-00B and T7-0667-00C from A-1 to R-1 – Discussion and possible action.** Motion by Bales, Traska to recommend approval of the rezoning petition. Motion carried 8-0.  
Commissioner Jones returned.
10. **B & L Properties d.b.a. Bob's Main Street Auto & Towing – 2085 CTH NN – Petition request to Amend the 2050 Town of Jackson Comprehensive Plan Map for Tax Parcel T7-0073-00B from M-1 (northern portion) and A-1 (southern portion) to M-2 (northern portion) and B-2 (southern portion). Discussion and possible.** Motion by A. Johnson, second by Bales recommend that the Town of Jackson Comprehensive Land Use Plan be amended as follows Manufacturing (M) land use be reduced to the area north and west of



the creek that runs through the property with the remainder of the property revert to, or stay as, Agricultural/Rural Residential (AR). Motion carried 7-2, C. Johnson, Bishop Nay.

- 11. B & L Properties d.b.a. Bob's Main Street Auto & Towing – 2085 CTH NN – Petition request to Rezone Tax Parcel T7-0073-00B from M-1 (northern portion) and A-1 (southern portion) to M-2 (northern portion) and B-2 (southern portion). Discussion only.** Most of the Commission concurred that they would support the rezone of the M-1 to M-2, but only that portion north and west of the creek running through the property, but the entire commission would not support the B-2 rezoning. No formal action was taken.

Commissioner Behringer recused himself.

- 12. David Behringer – 3575 Church Road – Conditional Use Request to install an outdoor wood burner/boiler per Title X Chapter 4.10(D) - T7-0581-00C – R1 – Discussion and possible action to set a public hearing for Wednesday, October 25, 2023.** Motion by Bishop, seconded by Jones to set the public hearing for this item for October 25, 2023 at 7:00pm. Motion carried 8-0

Commissioner Behringer returned.

- 13. James & Sue Jens and Current Electric – 4823 Maple Road – Conditional Use Request to install a ground-mounted solar panel array per Title X Chapter 4.10(B) - T7-0089 – A-1 – Discussion and possible action to set a public hearing for Wednesday, October 25, 2023.** Motion by Jones, second by Bishop, to set the public hearing for this item for October 25, 2023 at 7:00pm. Motion carried 9-0.

- 14. John Goll – 2028 State Road 60 – CSM for a land division of T7-0435 and combining parcels T7-0434, -0432, -0431, -0430-00A, -0428 and remaining portion of -0435 into one parcel – A-1 – Discussion and possible action.** Motion by Bales, seconded by Bell, to recommend approval of the proposed CSM by the Town Board. Motion carried 9-0.

- 15. Bert Zenker, MSI General – Boehlke Bottled Gas Bottling Plant – 1020 State Road 60 – T7-0370-00A - Site Plan Approval Request for the construction of a new 36'x 80' building located in the rear area – B-2. Discussion and possible action.** Motion by Jones, seconded by C. Johnson, to approve the site plan. Motion carried 9-0.

- 16. Shipping Containers/Accessory Structures. Discussion and possible action.** Micech presented some changes to the draft Ordinance by the Town Board; adding an allowance for a single, smaller container on lots less than 1 acre in all zoning, and the maximum number of containers for lots greater than 20 acres is 12. No action taken.

- 17. Zoning Administrator's Report** Both of Sarah King's new lots have homes under construction. The Board of Appeals did approve a variance for an oversized garage at 3000 CTH P. Former Doman's is to be renamed to Cedar Jacks opening later this fall.

- 18. Correspondence and announcement – none**

- 19. Adjournment of Parks and Planning Commission –** Motion by Bales, seconded by Jones to adjourn at 8:32 pm. Motion carried, 9-0.

Respectfully submitted,

*Robert M Eichner*

Robert M Eichner, Town Clerk

*Jim Micech*

Jim Micech, Zoning Administrator

Approved: October 25, 2023



**MINUTES OF THE PARK AND PLANNING COMMISSION MEETING  
OCTOBER 25, 2023**

1. **Call meeting to order, Pledge of Allegiance, and confirmation of meeting notice.** The meeting was called to order, with the reciting of the Pledge of Allegiance, at 7:00pm by Chairman Dave Klug. Clerk Eichner confirmed proper notice of the meeting.
2. **Roll Call** – Members present: Chairman Dave Klug, Vice Chairman Arlyn Johnson, John Bales, Dave Behringer, Andy Jones, Bob Traska, Dennis Bell, Marcy Bishop, and Chad Johnson. Also, Present was Zoning Administrator Jim Micech, Attorney Tim Andringa, and Clerk Bob Eichner.
3. **Approval of the Agenda** – Motion by Bales, seconded by Bell, to approve the agenda as presented. Motion carried, 9-0.
4. **Approval of the minutes of the August Meeting** – Motion by Bishop, seconded by Bell, to approve the minutes of the August 30, 2023, Parks, and Planning meeting. Motion carried, 9-0.
5. **Any Town Resident to comment on any agenda item** – Several residents spoke to items 10 and 11, the land use and zoning amendments for B & L Properties at CTH NN and Maple Road. Jeremy Deck, Theresa Miller, and James & Susan Jens are all opposed to the change from agriculture/rural residential to Business. Reduction to the rural feel of the area, increased traffic on Maple Road which already has some sight issues, and impact to Evergreen Creek that flows through the sight were the primary issues these residents listed for their opposition.  
  
Commissioner Behringer recused himself.
6. **Parks and Planning Commission – Public Hearing – David Behringer - 3575 Church Road - T7-0581-00C - Conditional Use Permit to install an exterior wood burner/boiler in the rear yard.**
  - A. **Open Public Hearing** – Motion by Jones, second by Traska, to open the Public Hearing. Motion carried. 8-0.  
Administrator Micech read the notice of Public Hearing. Behringer presented a list of neighbors who had signed off on the project  
*Howard Hetzel*, 3590 Lusan Ln, asked several questions. Where will the burner be placed? Answer: Placed at the NW corner of the house in the side yard. How often will it be used? Answer: Used from October to May as a supplemental heat source. What fuel will be used? Answer: wood from the property, 15 acre wooded lot with a lot of dead ash trees. Hetzel is also concerned about air quality from the burner as his wife is on oxygen.  
*Dave Lenarduzzi*, 3578 Lusan Ln, stated that he was changing his original yes to a no as he has lung issues as well.  
*Gene Kannenberg*, 3571 Church Rd is the closest neighbor to Behringer and has no objection. He does not understand why people are concerned about this but enjoy sitting around a campfire or in front of their fireplace.  
*Scott Locallo*, 3564 Lusan Ln, stated he is also against this. He read statistics about the pollutants in woodsmoke and is also concerned about the health issues as he live directly behind Behringer on the west.  
*Jennifer Passig*, 1363 Sandy Ln. Micech read a letter from Ms. Passig, against this project for many of the reasons previously stated. She is also concerned about potential resale value of her home due to the wood smoke.

Behringer spoke to some of the concerns. This system is not a fireplace. It is a wood fueled boiler for hot water to flow through pipes under the house slab, which are already installed, to act as supplementary heat. It is about a 2010 model that was used. It will be installed by a qualified contractor and will have all required EPA pollution control devices installed.

**B. Close Public Hearing** – motion by Bales, second by Jones to close the public hearing. Motion carried 8-0.

7. **David Behringer - 3575 Church Road - T7-0581-00C - Conditional Use Permit Discussion and possible action for a Conditional Use Permit – Request to install an exterior wood burner/boiler in the rear yard per Title X Chapter 4.10(D). Discussion and possible action.** Motion by C. Johnson, seconded by Jones to approve the CUP. Motion carried 8-0.

Behringer returned.

8. **Parks and Planning Commission – Public Hearing - James & Sue Jens - 4823 Maple Road - T7-0089 - Conditional Use Permit to install a ground-mounted solar panel array in the front yard.**

**A. Open Public Hearing** – Motion by Jones, second by Bishop, to open the public hearing. Motion carried 9-0.

Administrator Micech read the Notice of Public Hearing. Mr. Jens read a letter stating reasons for placement in the front yard.

*Mary Jo Witte*, CTH NN, no concerns with placement in the front yard.

*Theresa Miller*, 4826 Maple Road, no concerns with placement in the front yard.

*Jeremy Deck and Rachael Kellar*, 4851 Maple Road, no concerns with placement in the front yard.

**B. Close Public Hearing** – Motion by Bales, second by Bell, to close the public hearing. Motion carried 9-0.

9. **James & Sue Jens - 4823 Maple Road - T7-0089 – Conditional Use Permit to install a ground-mounted solar panel array in the front yard at 4823 Maple Road for per Title X Chapter 4.10(B) – Discussion and possible action.** Motion by Jones, second by Behringer, to approve the Conditional Use permit, on the condition that the Board of Appeals grants a variance for placement in the front yard setback. Motion carried 9-0
10. **B & L Properties d.b.a. Bob's Main Street Auto & Towing – 2085 CTH NN – Petition request to Amend the 2050 Town of Jackson Comprehensive Plan Map for Tax Parcel T7-0073-00B from M-1 (northern portion) and A-1 (southern portion) to M-2 (northern portion) and B-2 (southern portion). Discussion and possible action.** This item previously acted on by the Commission. No further action was taken.
11. **B & L Properties d.b.a. Bob's Main Street Auto & Towing – 2085 CTH NN – Petition request to Rezone Tax Parcel T7-0073-00B from M-1 Limited Manufacturing (northern portion) and A-1 Agriculture / Rural Residential (southern portion) to M-2 General Manufacturing (northwestern portion) and B-2 Highway Business (northeastern portion and southern portion). Review Written Recommendation for rezoning of the property. Discussion and possible action.** Motion by Bales, second by C. Johnson, to table any action on this item until after the public hearing for this item at a Joint Park & Plan Commission and Town Board meeting on November 9, 2023. Motion carried 9-0.
12. **Zoning Administrator's Report** KCI is continuing the wetland restoration on the old Behm property on STH 60. Phase 1 is complete, and they are beginning Phase 2. Micech has been dealing with a rash of work without permits. ANR Pipeline has submitted erosion control plans for their 2024-2025 pipeline replacement project.
13. **Correspondence and announcement** – none



**14. Adjournment of Parks and Planning Commission** – Motion by Bales, seconded by Jones to adjourn at 8:33 pm. Motion carried, 9-0.

Respectfully submitted,

*Robert M Eichner*

Robert M Eichner, Town Clerk

*Jim Micech*

Jim Micech, Zoning Administrator

Approved: January 31, 2024