



MINUTES OF THE PARK AND PLANNING COMMISSION MEETING
July 31, 2024

1. **Call meeting to order, Pledge of Allegiance, and meeting notice confirmation** – Chairman Dave Klug called the meeting to order at 7:00pm, the Pledge of Allegiance was recited, and Clerk Eichner confirmed the meeting had been legally posted.
2. **Roll Call** – Present for the meeting; Chairman Dave Klug, Vice-Chairman Arlyn Johnson, Members John Bales, Chad Johnson, Andy Jones, Joe Kufahl, Bob Traska, and Dennis Bell, Town Attorney Remzy Bitar, Zoning Administrator Jim Micech, and Clerk Bob Eichner. Member Steve Fischer was excused.
3. **Approval of the agenda** – Motion by Traska, second by Bell to approve the agenda as presented. Motion carried 8-0.
4. **Approval of the minutes** – Motion by Bales, second by Jones to approve the May 29, 2024 Park and Plan Commission meeting minutes. Motion carried 8-0.
5. **Public comments** – Mr. Paul Kowalske, 3375 Center Road, requested that Item 8, concept review of a proposed land division at 3375 Center Road, be tabled. Mr. Kowalske is a party to this item and has not had adequate time to review the submittal to speak to it. Chairman Klug explained that this item is for discussion only and the Commission will not be taking any formal action at this meeting.
There were no other public comments.
6. **Dale Schreiber Family Trust – Tracy Senkbeil – 1170 Pleasant Valley Road – CSM to create a five (5) acre parcel / land division from Tax Key T7-0036 – A1** – Motion by Bales, second by Bell, to accept the CSM as presented and recommend final approval to the Town Board. Motion carried 8-0.
7. **Moraine Development, LLC. – Nathan Swinton – Petition to Discontinue the Public Way known as Louis Lane (Country Aire Estates) – Review Draft Resolution to discontinue the public way** – Motion by C. Johnson, second by Jones, to recommend approval of the Petition to Discontinue the Public Way known as Louis Lane to the Town Board. Motion carried 8-0.
8. **Diane Kowalske – 3375 Center Road – T7-0596-00Z – A1 – Concept review of two proposed Certified Survey Maps for a future land division** – Two separate concept CSM's were presented; one show a four-lot subdivision and the other a two-lot subdivision. After discussion, the consensus of the Commission was that the petitioner should move forward with the two-lot design addressing the following items:
 - Get rid of easements across the lots.
 - Verify proposed Lot 2 has safe access to Sherman Road
 - Take care of existing pie shaped lot on east side of Center Rd.
 - Fix garage situation, Commission was flexible how the attorneys handled it -- whether by quit claim, "Affidavit of Use" or some other method.No formal action was taken.
9. **Zoning Administrator's Report** – Construction has begun on the Kettle Moraine Lutheran High School addition. They are completing the demolition phase and should be begin the actual construction soon. The accessory building is also under construction. It is framed, the roof is in place.
Cedar Jack's is in the final phase of their remodeling. They have hired a contractor to convert the residential kitchen into a commercial kitchen.

10. Correspondence and announcements – Next Commission Meeting is scheduled for August 28, 2024.

11. Adjournment of Parks and Planning Commission – Motion by Bales, second by Jones, to adjourn at 8:07pm. Motion carried. 8-0.

Respectfully submitted,

Robert M Eichner

Robert M Eichner, Town Clerk

Approved: July 31, 2024

Jim Micech

Jim Micech, Zoning Administrator