

**Town of Beaver Dam**  
**Planning Committee Minutes**  
**January 16, 2006**

Chairman Alan Matuszeski called the January 16, 2006 Town of Beaver Dam Planning Committee meeting to order at 7:00 PM. Members present were Mike Canniff, John Kuzniewicz, Joe Meyer, Earl Stutz, Bob Tietz and Zoning Administrator Tom Zeamer.

Minutes from the December 5, 2005 meeting were read. Bob Tietz made a motion to approve the minutes read. Joe Meyer seconded the motion. Motion carried.

The First Order of Business was to Act on the application of New Frontier Land Surveying, agent for Beaver Dam Holdings LLC, for a Letter of Intent to create two parcels located at NE ¼ of SE ¼, Section 20, T12R14, Gossfeld Lane. Mike Canniff made a motion to approve conditional on the subdivision ordinances being adhered to. John Kuzniewicz seconded the motion. Motion carried.

The Second Order of Business was to discuss and recommend to the Town Board the Rezoning Petition of John and Karla Kuzniewicz to convert the parcels located at N7104 Airport Road from R1 to R2. Mike Canniff made a motion to recommend to the Town Board to approve the rezoning request from R-1 to R-2 of Parcels "A" and "B" of Certified Survey Map as recorded in volume 4 of Certified Surveys on page 280 in the Dodge County Register of Deeds. Bob Tietz seconded the motion. Motion carried. John Kuzniewicz abstained from voting.

The Third Order of Business was to Act on application of John and Karla Kuzniewicz for a Letter of Intent to create a Condominium Plat located at SW ¼ of NW ¼, Section 5, T11R14, N7104 Airport Road. Mike Canniff made a motion to approve the Condo Plat conditional on the following conditions being satisfied:

1. The zoning change being approved by the Town Board.
2. A Conditional Use Permit being applied for.
3. Adherence to the Subdivision ordinances.

Joe Meyer seconded the motion. Motion carried. John Kuzniewicz abstained from voting.

The Fourth Order of Business was to act on the application of SBC/AT&T for a Conditional Use Permit for a telephone facilities cabinet and connection box located at SE /14 of SE ¼, Section 27, T12R14, North Crystal Lake Road. Sara Nickels was present to represent SBC. Joe Recheck had a concern regarding the installation of a driveway that he understood was to be included. The committee felt that was a separate matter that needed to be worked out between Joe and SBC. John Kuzniewicz made a motion to approve the Conditional Use Permit for the installation of a telephone facilities cabinet and connection box as pictured in the information presented. Joe Meyer seconded the motion. Motion carried.

Bob Tietz made a motion to adjourn. Mike Canniff seconded the motion. Motion carried.

Secretary,  
Earl Stutz

**Town of Beaver Dam**  
**Planning Committee Minutes**  
March 6, 2006

Chairman Alan Matuszeski called the March 6, 2006 Town of Beaver Dam Planning Committee meeting to order at 7:00 PM. Members present were, John Kuzniewicz, Joe Meyer, Earl Stutz, Bob Tietz and Zoning Administrator Tom Zeamer.

Minutes from the January 16, 2006 meeting were read. Bob Tietz made a motion to approve the minutes as read. John Kuzniewicz seconded the motion. Motion carried.

The First Order of Business was to act on the application of Design Tech Engineering, agent for Louis Nehls, for a Preliminary Plat review for Hemlock Estates. Using the drawings, Dan Prunuske explained the storm water management plan and how it will impact the adjoining land owners in a positive way. One audience member had questions about wells, septics and what the zoning of the new lots would be. Dan explained that all the lots are zoned for single family residences, each lot would have its own septic system and that the subdivision ordinance encourages shared wells but it is not required. Dan said the County has seen the preliminary plan and is satisfied and he assured us that it complies with all current Town ordinances. John Kuzniewicz made a motion to conditionally approve contingent on MSA's review and approval of the water study. Bob Tietz seconded the motion. Motion carried.

The Second Order of Business was to act on the application of Design tech Engineering, agent for Louis Nehls, for a Final Plat Review for Sunset Estates. Dan Prunuske indicated that MSA has reviewed and approved the water study. Earl Stutz made a motion to approve the Final Plat. Joe Meyer seconded the motion. Motion carried.

The Third Order of Business was to Act on the application of Donna and Todd Metke for the Preliminary Plat Review of Crystal Ridge Farms Two, located on Thompson Road. Dan Prunuske presented the storm water management study. The following concerns were raised regarding the preliminary plat:

1. The name of the subdivision was not acceptable to the Town because it is too much like the other subdivision and there was concern there would be confusion in an emergency situation.
2. Passing and turn lanes on Thompson Road were not shown. Dan Prunuske then provided a revised set of drawings dated February 17, 2006 (sheet 7 of 8) that did show both lanes.
3. Vision corners need to be shown for Lots 1 and 14.
4. MSA must review and approve the storm water management study and the design of the passing and turning lanes.

John Kuzniewicz made a motion to conditionally approve the preliminary plat to include all requirements of the Town of Beaver Dam land division and subdivision code. Bob Tietz seconded the motion. Motion carried.

Bob Tietz made a motion to adjourn. Joe Meyer seconded the motion. Motion carried.

Secretary,  
Earl Stutz

**Town of Beaver Dam**  
**Planning Committee Minutes**  
**June 12, 2006**

Chairman Alan Matuszeski called the June 12, 2006 Town of Beaver Dam Planning Committee meeting to order at 7:00 PM. Members present were Mike Canniff, John Kuzniewicz, Joe Meyer, Earl Stutz, Bob Tietz, Larry Braker and Zoning Administrator Tom Zeamer.

Minutes from the March 6, 2006 meeting were read. Bob Tietz made a motion to approve the minutes as read. Joe Meyer seconded the motion. Motion carried.

Chairman Matuszeski opened the Public Hearing.

The First Item on the agenda was the rezoning application of Walter Maron W9468 Iron Road Beaver Dam to change the 8.76 acres that consist of 8 acres zoned AG and .76 acres undeveloped both to Commercial. This added to the existing 13.83 acres already zoned Commercial would total 22.59 acres. There was no negative input from the audience on the matter.

The Second Item on the agenda was the rezoning application of Rick Gempler W7406 Apache Drive Beaver Dam to change from R-1 to R-2 to accommodate a Bed & Breakfast operation. There was no negative input from the audience on the matter.

The Third Item on the agenda was the rezoning application of Allen Boode N7669 Indian Hills Trail to change from R-1 to R-2 to accommodate a Bed & Breakfast operation. There was no negative input from the audience on the matter.

The Fourth Item on the agenda was the rezoning application of Patrick Maleck N5865 Maleck Circle Beaver Dam to change the zoning of a 250' by 300' piece of the adjoining 20 acre parcel for building a single family residence. There was no input from the audience for or against.

At 7:15 PM Chairman Matuszeski closed the Public Hearing.

The First Order of Business was to act on the rezoning application of Walter Maron W9468 Iron Road Beaver Dam to change the 8.76 acres that consist of 8 acres zoned AG and .76 acres undeveloped both to Commercial. This added to the existing 13.83 acres already zoned Commercial would then total 22.59 acres. Earl Stutz made a motion to recommend to the Town Board to approve the rezoning. Mike Canniff seconded the motion. Motion carried.

The Second Order of Business was to act on the rezoning application of Rick Gempler W7406 Apache Drive Beaver Dam to change from R-1 to R-2 to accommodate a Bed & Breakfast operation. Larry Braker made a motion to recommend to the Town Board to approve the rezoning. Joe Meyer seconded the motion. Motion carried.

The Third Order of Business was to act on the rezoning application of Allen Boode N7669 Indian Hills Trail to change from R-1 to R-2 to accommodate a Bed & Breakfast operation. Larry Braker made a motion to recommend to the Town Board to approve the rezoning. John Kuzniewicz seconded the motion. Motion carried.

The Fourth Order of Business was to act on the rezoning application of Patrick Maleck N5865 Maleck Circle Beaver Dam to change the zoning of a 250' by 300' piece of the adjoining 20 acre parcel for building a single family residence. John Kuzniewicz made a motion to table the request because no one was present to represent the request.

The Fifth Order of Business was to act on the Letter of Intent of Earl Stutz N8070 Hwy A Beaver Dam to create a 2.5 acre parcel on his land northeast of his existing homestead for the purpose of building a new

home. Earl explained that this was the final step in a process that had started in 1991. It included surveying off the existing buildings so they could be sold to help fund the new house and applying for and receiving a variance in February of this year which was required due to an ordinance change in the Township last year. Even though Earl owns all the land around the proposed site, he wanted to create the new parcel within it to ensure that everything is in place and confirmed so when he is ready to build he won't have any problems. John Kuzniewicz made a motion to approve the request. Mike Canniff seconded the motion. Motion carried. Earl abstained from voting.

The Sixth Order of Business was to act on the Letter of Intent of Linda Slager to create a 48 acre parcel at W7768 Hwy 33 Beaver Dam. (It is referenced as Parcel # 1 on the sketch provided.) John Kuzniewicz requested that the 60' easement shown be widened to 66' to accommodate a road bed. Linda agreed to the request. John Kuzniewicz made a motion to approve the request. Earl Stutz seconded the motion. Motion carried.

The Seventh Order of Business was to act on the Letter of Intent of William and Frieda Kern to create a 1 to 2 acre parcel at W8231 Parker Road under farm consolidation. Larry Braker made a motion to approve the request. Bob Tietz seconded the motion. Motion carried.

The Eighth Order of Business was to act on the Conditional Use request for William and Frieda Kern at W8231 Parker Road. Larry Braker made a motion to approve the Conditional Use. Joe Meyer seconded the motion. Motion carried.

The Ninth Order of business was to act on the Letter of Intent of New Frontier, agent for Roseanne Schutte, to create a 5+ acre lot at N5631/N5617 Shaw Hill Road. This request was withdrawn.

The Tenth Order of Business was to review and approve the final plat for Hillview Subdivision. A letter from Dan Prunuske dated 12 June, 2006 was presented to our committee. It was a summary of the on-site inspection that Neal Stippich, John Kuzniewicz, Tom Zeamer, Bob Tietz and Dan had conducted. Seven items that needed to be addressed were listed. An eighth item, the right to farm statement was added by the Committee. Alan Matuszeski made a motion to approve the plat contingent on all eight items on Dan Prunuske's list dated 12 June, 2006 being satisfied. Mike Canniff seconded the motion. Motion carried.

The Eleventh Order of Business was to review the Conditional Use Permit for Powercom Park. Earl Stutz made a motion to table it because no one was present to represent Powercom Park. Larry Braker seconded the motion. Motion carried.

Earl Stutz made a motion to adjourn. Alan Matuszeski seconded the motion. Motion carried.

Secretary,

**Town of Beaver Dam**  
**Planning Committee Minutes**  
**July 10, 2006**

Chairman Alan Matuszeski called the July 10, 2006 Town of Beaver Dam Planning Committee meeting to order at 7:00 PM. Members present were Mike Canniff, John Kuzniewicz, Joe Meyer, Earl Stutz, Larry Braker, Bob Tietz and Zoning Administrator Tom Zeamer.

Minutes from June 12, 2006 meeting were read. Mike Canniff's name was added to the list of members present at the meeting. John Kuzniewicz made a motion to approve the minutes as corrected. Joe Meyer seconded the motion. Motion carried.

Chairman Matuszeski opened the Public Hearing.

The First Item on the agenda was the rezoning application of Patrick Maleck N5865 Maleck Circle Beaver Dam to change the zoning of a 250' by 300' piece of the adjoining 20 acre parcel for building a single family residence. There was no negative input from the audience. John Kuzniewicz questioned Pat on the dimension of the strip of land remaining along the southern boundary of his property and encouraged him to leave at least the standard road width of 66' to ensure future access and development of his remaining property. Pat indicated it was 27 feet wide and he had no plans for future development and therefore did not want to change it. He also felt he could come from the north to get to this property if he ever did decide to develop it further.

At 7:10 PM Chairman Matuszeski closed the Public Hearing.

The First Order of Business was to act on the Conditional Use application of Rick Gempler W7406 Apache Drive Beaver Dam to accommodate a Bed & Breakfast. Elizabeth Boode spoke in favor of the application. Off street parking availability was questioned. They indicated that in addition to parking in front of their three car garage they have additional paved area for several cars. They stated that one bedroom would be available for rent. Larry Braker made a motion to approve the Conditional Use with two conditions.

1. The operation is for one bedroom.
2. Adequate off street parking is provided.

John Kuzniewicz seconded the motion. Motion carried.

The Second Order of Business was to act on the Conditional Use application of Allen Boode N7669 Indian Hills Trail to accommodate a Bed & Breakfast. Mrs. Boode indicated they have off street parking for two additional vehicles and that they would be starting with one bedroom for rent now with the possibility of going to a second one in the future. Larry Braker made a motion to approve the Conditional Use with two conditions.

3. The operation is for two bedrooms
4. Adequate off street parking for two vehicles is provided.

Joe Meyer seconded the motion. Motion carried.

The Third Order of Business was to act on the Conditional Use application of Steve Drunasky, Hidden Valley Drive, for a duplex in an area zoned R-2. John Kuzniewicz made a motion to approve the Conditional Use. Larry Braker seconded the motion. Motion carried.

The Fourth Order of Business was to act on the Letter of Intent of Linda Slager, to create an approximate 25 acre parcel at W7768 Hwy 33. Teresa Schmick, Linda Slager's daughter, showed where the parcel laid in relationship to Crystal Creek Dairy and where the driveway off of Highway 33 would be positioned. This parcel has one high area for a single family residence and the rest of it will remain as it is now, a low marsh area. John Kuzniewicz made a motion to table the request until MSA can determine the feasibility of extending Thompson Road to the north as defined in the Township Comprehensive Plan. Bob Tietz seconded the motion. The motion carried.

The Fifth Order of Business was to review the Conditional Use Permit for Powercom Park. Rex Melius, the General Manager, explained that all the outstanding projects are now completed. They included completing the extension of the berm, erecting signage in turn three and the additional parking lot lighting. John Kuzniewicz made a motion that the annual review be eliminated unless deemed necessary by the Planning Committee or Town Board. Bob Tietz seconded the motion. Motion carried.

The Sixth Order of Business was the rezoning application of Patrick Maleck N5865 Maleck Circle Beaver Dam to change the existing A-2 zoning of a 250' by 300' piece of the adjoining 20 acre parcel to R-1 for building a single family residence. John Kuzniewicz made a motion to recommend to the Town Board to approve the rezoning as requested. Bob Tietz seconded the motion. Motion carried. Mike Canniff abstained.

The Seventh Order of Business was to act on the Letter of Intent from Patrick Maleck to create a parcel at the same location. John Kuzniewicz made a motion to approve the request. Bob Tietz seconded the motion. Motion carried. Mike Canniff abstained.

Bob Tietz made a motion to adjourn. Joe Meyer seconded the motion. Motion carried.

Secretary,  
Earl Stutz

**Town of Beaver Dam**  
**Planning Committee Minutes**  
August 7, 2006

Chairman Alan Matuszeski called the August 7, 2006 Town of Beaver Dam Planning Committee meeting to order at 7:00 PM. Members present were Mike Canniff, John Kuzniewicz, Van Rokicki, Earl Stutz, Larry Braker, Bob Tietz and Zoning Administrator Tom Zeamer.

Minutes from July 10, 2006 meeting were read. Bob Tietz made a motion to approve the minutes as read. Larry Braker seconded the motion. Motion carried.

The First Order of Business was to have a preliminary consultation with Todd Metke on a proposed subdivision on 52 acres of the Slager Property along Hwy 33 east of Beaver Dam. Todd provided a sketch showing a proposed 37 Lots with two access roads, one off of Hwy 33 and the other off of Prospect Road. Several audience members raised concerns about discrepancies in lot boundaries where the surveyor had his wood stakes located compared to where the buried steel pipes were located. David Sunquest, owner of the adjacent marina, was very concerned about the noise his boat business generates when he is working on the motors. He is concerned new land purchasers will buy lots without being aware of it and then complain about it after the fact. He has been in business for over 18 years and requested that an effective buffer be provided to avoid a problem in the future. Other adjoining landowners present were also concerned about water runoff and foot traffic across their property by people going to Crystal Lake Park.

Bob Tietz made a motion to adjourn. Van Rokicki seconded the motion. Motion carried.

Secretary,  
Earl Stutz

**Town of Beaver Dam**  
**Planning Committee Minutes**  
**September 11, 2006**

**CORRECTED AND APPROVED**

Chairman Alan Matuszeski called the September 11, 2006 Town of Beaver Dam Planning Committee meeting to order at 7:00 PM. Members present were Mike Canniff, John Kuzniewicz, Joe Meyer, Bob Tietz, Wm Popp and Zoning Administrator Tom Zeamer.

Minutes from the August 7, 2006 meeting were read. John Kuzniewicz made a motion to approve the minutes read. Bob Tietz seconded the motion. Motion carried.

The First Order of Business was to act on the application for Mike Kuzniewicz, agent for Edgewood Point Development LLC for a Conditional Use to construct 3 duplex units in a R2 district. Mike Canniff began discussion by stating this was approved at the January meeting. Statement was made that it should have been heard as a hearing. Mike Canniff made a motion to approve the conditional use. Joe Meyer seconded the motion. John Kuzniewicz abstains from voting. Motion carried.

The Second Order of Business was to act on the Conditional Use permit for MSA, agent for New Life Pentecostal Church. Discussion on map not showing dedicated road ROW. Motion by Mike Canniff to table the matter until MSA adds the dedicated road right of way and structure of retention pond. Bob Tietz seconded the motion. Motion carried.

The Third Order of Business was to review preliminary plat for Todd & Donna Metke, for a proposed subdivision between Prospect Rd and Hwy 33E. Discussion consisted of Hwy 33 access is not yet approved. A letter from C & N Marina requesting a 1000' berm and green space be added to buffer between commercial and R1 properties, It was agreed upon that an 8' berm with 50' width of green space and plantings of pine or arborvitae would be suitable. Public right of way for lake access is to be discussed between property owners and is not a town matter. The township will not maintain any public lake access. Water study also needs to be completed yet. Motion by Mike Canniff to approve the preliminary plat with the following condition:

1. That there be berm approx. 1000' in length, 8' in height and 50' width of green space with minimum 4' plantings of pine or arborvitae on top of the berm, between the commercial and R1 properties.

John Kuzniewicz seconded the motion. Motion carried

The forth order of business was to act on a Letter of Intent for Linda Slager to create a 37.55 acre parcel located at W7768 Hwy 33E. Linda stated that 20-25 acres is being surveyed. MSA stated Thompson Rd could not make a direct crossing. Survey has not begun yet. State approval is needed to divide property with a Hwy 33 access driveway. Motion by John Kuzniewicz to table until state approval is granted. Bob Tietz seconded the motion. Motion carried.

Bob Tietz made a motion to adjourn. Joe Meyer seconded the motion. Motion carried.  
Meeting adjourned at 7:55pm.

Secretary,  
Cheryl Goodrich



**Town of Beaver Dam**  
**Planning Committee Minutes**  
October 2, 2006

Chairman Alan Matuszeski called the October 2, 2006 Town of Beaver Dam Planning Committee meeting to order at 7:05 PM. Members present were Mike Canniff, John Kuzniewicz, Wm Popp, Bob Tietz, Larry Braker, Van Rokiki and Zoning Administrator Tom Zeamer.

Minutes from the September 11, 2006 meeting were read. Corrections: Wm Popp present at Sept meeting; Minimum 4' trees on top of berm; and Mike Canniff made the statement of approval at Jan meeting for Mike Kuzniewicz.

Motion by Al Matuszeski to approve the minutes as corrected. Bob Tietz seconded the motion, all in favor, motion carried.

Chairman Al Matuszeski opened the public hearing for the Conditional Use for MSA, agent for New Life Pentecostal Church. Rev. Jim Derber spoke stating all conditions have been met as requested. No one else spoke for or against. Chairman then closed the public hearing and opened the regular meeting.

The First Order of Business was to act on the Conditional Use permit for MSA, agent for New Life Pentecostal Church. Anne Cook of MSA presented the new plan showing all the parking stalls, the retention pond and the 35' area reserved for dedicated road. She also stated that the Storm water management plan was in the hands of Dan Prunuske.

Motion by John Kuzniewicz to approve the Conditional Use. Seconded by Larry Braker, all in favor, motion carried.

Todd & Donna Metke were present and asked about the possibility of a special meeting for final plat approval of Preserve. After discussion, it will be presented on the normal Nov 6 Planning Committee agenda.

Bob Tietz made a motion to adjourn. Mike Canniff seconded the motion. Motion carried. Meeting adjourned at 7:35pm.

Secretary,  
Cheryl Goodrich

**Town of Beaver Dam**  
**Planning Committee Minutes**  
November 6, 2006

Chairman Alan Matuszeski called the November 6, 2006 Town of Beaver Dam Planning Committee meeting to order at 7:00 PM. Members present were Mike Canniff, John Kuzniewicz, Bill Popp, Bob Tietz, Larry Braker, Van Rokiki and Land Use Administrator Tom Zeamer.

Minutes from the Oct. 2, 2006 meeting were read.

A motion by Bob Tietz was made to approve the minutes as read. John Kuzniewicz seconded the motion, all in favor, motion carried.

The first order of business was to act on the 1st Conditional Use permit for David and Carrie Slager to divide land to create a 3.47 acre parcel. The variance has already been approved. Carrie stated they would like to keep the 2 homes and all the land in the family, but that no one person can afford to own it all. Dividing the land would make it affordable to keep in the family. Both homes are being bought by David and Carrie. They would like to create a new driveway on the north side for machinery to get into the fields. Al Matuszeski stated only 1 driveway is allowed per 40 acres.

Motion by John Kuzniewicz to approve the Conditional Use with the following conditions:

1. All remaining farmland will stay in the Farm Preservation program, and will not be further developed.
2. The driveway/culvert to the old trailer site must be removed before the new driveway is created.

Motion seconded by Van Rokicki, all in favor, motion carried.

The second order of business was to act on the 2<sup>nd</sup> Conditional Use permit for David & Carrie Slager for land split to create a 2 acre lot.

Motion by Mike Canniff to approve the Conditional Use with the following condition:

1. All remaining farmland will stay in the Farm Preservation program, and will not be further developed.

Motion seconded by Larry Braker, all in favor, motion carried.

The third order of business is to review and approve the final plat for Todd and Donna Metke for The Preserve at Crystal Farms. Dan Prunuske stated everything is in order, and that there is a sufficient bond to cover both layers of asphalt.

Motion by Bob Tietz to approve the final plat of the Preserve at Crystal Farms with the following conditions:

1. An 18" culvert be installed at east side turn off, as soon as possible.
2. Ditches are repaired after utilities are finished.
3. Dan Prunuske checks gravel depth before paving

Motion seconded by John Kuzniewicz, all in favor, motion carried.

Planning committee will make recommendation to the Town Board for approval at the December meeting.

Earl Voigt stated Mike Gossfeld of N6690 S Crystal Lk Rd, is said to have put in a 2<sup>nd</sup> driveway possibly without a permit. Tom Zeamer will check into it.

Bob Tietz made a motion to adjourn. Bill Popp seconded the motion. Motion carried.

Meeting adjourned at 7:40pm.

Next meeting will be Dec. 4.

Secretary,  
Cheryl Goodrich

**Town of Beaver Dam  
PLANNING COMMITTEE  
PUBLIC HEARING AND MEETING MINUTES  
DECEMBER 4, 2006**

Chairman Alan Matuszeski called the December 4, 2006 Town of Beaver Dam Planning Committee meeting to order at 7:00 PM. Members present were Al Matuszeski, Mike Canniff, John Kuzniewicz, Bill Popp, Bob Tietz, Larry Braker, Van Rokiki and Land Use Administrator Tom Zeamer.

Minutes from the Nov 6, 2006 meeting were read.

One change in the minutes noted: change turn lane to passing lane on third item of business.

Motion by Larry Braker to approve the minutes as read and amended. Motion seconded by Bill Popp, all in favor, motion carried.

Motion by John Kuzniewicz to amend the agenda to change order of business, moving item #3 to #1. Motion seconded by Bob Tietz, all in favor, motion carried.

At the Nov 6 meeting, Item #1 of minutes, Planning committee was misinformed on the driveway situation on the Slager property. Field driveway/culvert already exists, therefore does not need to be created. Motion by John Kuzniewicz to amend by removal of condition #2- removal of old trailer driveway/culvert before new driveway is created.

As all 3 driveways pre-existed before conditional use application was received. Motion seconded by Bob Tietz, all in favor, motion carried.

Question on new Gossfeld driveway. Tom Zeamer will check into it before the December Town Board meeting.

The first order of business was to act on Preliminary Plat for New Frontier Land Surveying, agent for Charlie Hammer and Nancy Kavazanjian, for Prairie View Estates 1<sup>st</sup> Addition. Dan Prunuske stated that the concept plan is OK, but there are several items needing to be addressed, for example, storm water management, grade and depth of ditches, culvert size and cover depth. One critical issue is to not send any water toward the corner of A & E. Dan submitted a list of concerns and conditions to engineer Rick Goetting of Advantage Engineering, and to the Planning committee. Motion by John Kuzniewicz to approve preliminary plat with the condition that stated concerns, as submitted by Dan Prunuske, be addressed before any work begins. Motion seconded by Mike Canniff, all in favor, motion carried.

The second order of business was to act on Letter of Intent for New Frontier, agent for Linda Slager and Theresa Schmidt for minor land division. The lots new driveway was OK'd by the state. Parcel is zoned A2 and it is a sub-standard lot. Motion by Mike Canniff to approve pending condition of a variance for a sub-standard lot is granted by the BOA. Motion seconded by John Kuzniewicz, all in favor, motion carried.

The third order of business is to act on Letter of Intent for New Frontier, agent for Linda Slager and Theresa Schmidt for minor land division to create 2 lots. Motion by John Kuzniewicz to table until the correct papers/plan is received. Motion seconded by Bob Tietz, all in favor, motion carried.

The fourth order of business is the Final Plat approval for DesignTech Engineering, agent for Louis Nehls, Hemlock Estates subdivision. Dan Prunuske presented the Developers agreement, and a Letter of Credit in the amount of \$31,000 to cover asphalt.

The letter of Intent and cost estimate is outstanding. The easement is in place, Plat prohibits any altering of ditches, and owner of lot 3 is responsible for maintaining the water detention pond. Dan will forward the water study and letter of credit to MSA.

Motion by Mike Canniff to make a recommendation to the Town Board for approval of Final Plat of Hemlock Estates. Motion seconded by Larry Braker, all in favor, motion carried.

Al Matuszeski presented the question of when Letter of Intents is going to end. Neal Stippich stated it is not an ordinance, but must follow CSM requirements in code book.

Neal Stippich asked the Planning Committee to change their meeting night so it is not to conflict with the County meetings. It was agreed upon by the Planning Committee to try the last Monday of the month.

Motion by John Kuzniewicz to adjourn. Van Rokicki seconded the motion. Motion carried.

Meeting adjourned at 8:30pm.

Next meeting will be Jan 29.

Secretary,  
Cheryl Goodrich