

Table of Contents

May 27, 2020 Agenda:.....	2
May 27, 2020 Minutes:.....	3
June 24, 2020 Agenda:.....	4
June 24, 2020 Minutes:.....	5
October 28, 2020 Agenda:.....	7
October 28, 2020 Minutes:.....	8
November 25, 2020 Agenda:.....	10
November 25, 2020 Minutes:.....	11
December 23, 2020 Agenda:.....	14

There were no Plan Commission Meetings in January, February, March, April, July, and August.

May 27, 2020 Agenda:

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
May 27, 2020**

LOCATION: TOWN OF CONCORD COMMUNITY CENTER
W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from October 23, 2019.
4. Mark Groose is requesting review and approval of a preliminary CSM to create a 1.05 acre A-3 lot at W752 Concord Center Dr. from a 42.4 acre parent parcel #006-0716-1431-000. He is also requesting approval to create a 1.03 acre A-3 lot at W675 Concord Center Dr. from a 29.4 acre parent parcel # 006-0716-1332-000.
5. Matt Bennet is seeking a conditional use permit to construct a 40' x 60' outbuilding for storage of business equipment at N6334 County Road E.
6. Old business
7. New business
8. Adjournment

There may be at least two town board supervisors in attendance.

May 27, 2020 Minutes:

TOWN OF CONCORD PLAN COMMISSION MINUTES
May 27, 2020

The meeting was called to order at 7:20 p.m. with Lloyd Zastrow, Jim Gilbert, Sally Williams, Carole Hoffmeister, and Laura Callison present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gilbert made a motion to approve the minutes from the October 23, 2019, meeting, second by Laura Callison. All approved. Motion passed.

Item 1: Mark Groose requested review and approval of a preliminary CSM to create a 1.05 acre A-3 lot at W752 Concord Center Dr. from a 42.4 acre parent parcel #006-0716-1431-000. He also requested approval to create a 1.03 acre A-3 lot at W486 Concord Center Dr. from a 29.4 acre parent parcel # 006-0716-1332-000. Both lots have existing homes which were built prior to 1975. Jim Gilbert moved to recommend approval of both A-3 lots as presented, second by Carole Hoffmeister. All approved, motion passed.

Item 2: Matt Bennet, N6334 County Road E., requested approval of a conditional use permit for Extensive Onsite Parking and Storage. The proposed building would be approximately 40' x 60', and greater than 15' in height. It would be used for storage of equipment for his tree service business. The Plan Commission felt the proposal was appropriate given the Community zoning of the property and location within the hamlet. Jim Gilbert moved to recommend approval of the conditional use permit, second by Laura Callison. All approved. Motion passed.

Jim Gilbert made a motion to adjourn, second by Laura Callison. Meeting adjourned.

Respectfully submitted,
Sally Williams, secretary

June 24, 2020 Agenda:

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
June 24, 2020**

LOCATION: TOWN OF CONCORD COMMUNITY CENTER
W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from May 27, 2020.
4. Raymond and Kelly Boknevitz, are seeking a conditional use permit for a 24' x 50' outbuilding for Extensive On-site Storage at W217 Golden Lake Park Circle.
5. Matt Bennet is seeking a conditional use permit to construct a 40' x 60' outbuilding for Extensive On-site storage of business equipment at N6334 County Road E. He is also requesting a conditional use permit for his tree service business at the same address.
6. Discussion of town hunting/ firearm ordinance
7. Old business
8. New business
9. Adjournment

There may be at least two town board supervisors in attendance.

June 24, 2020 Minutes:

TOWN OF CONCORD PLAN COMMISSION MINUTES

June 24, 2020

The meeting was called to order at 7:00 p.m. with Lloyd Zastrow, Jim Gilbert, Sally Williams, Carole Hoffmeister, and Laura Callison present. Town Chairman Bill Ingersoll was also present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Laura Callison made a motion to approve the minutes from the May 27, 2020, meeting, second by Carole Hoffmeister. All approved. Motion passed.

Item 1: Raymond and Kelly Boknevitiz requested approval of a conditional use permit for a 24' x 50' outbuilding for Extensive On-site Storage at W217 Golden Lake Park Circle. The building would be used to store vehicles and yard equipment for personal use only. No business operations would be run from this location. The building would match the color of the house. Jim Gilbert made a motion to recommend approval of the conditional use permit, second by Carol Hoffmeister. All approved. Motion passed.

Item 2: Matt Bennet requested approval of a conditional use permit for operation of a tree service business at N6334 County Road E. The business would operate 4-5 days a week, 8 months of the year, 7:30 am to dusk. No work would take place on site and no tree waste would be disposed of on site. Employees (6 maximum) would pick up equipment and trucks at the site each morning and return in the evening. Work trucks and employee vehicles would be parked in the driveway, equipment would be stored in the proposed storage building. (Note: the Plan Commission recommended approval of a conditional use permit for a 40' x 60' outbuilding at the May 27 meeting). Jim Gilbert made a motion to recommend approval of a conditional use permit for the tree service business as presented. Second by Laura Callison. All approved. Motion passed.

Item 3: Discussion of Town of Concord Ordinance 9.02 Firearms

After discussion with the Town Chair, the Plan Commission proposes that the Firearm ordinance be revised to read as follows:

"Hunters must have written permission from a property owner to hunt on property owner's land. Such written permission, signed by property owner, must be carried on the hunter's person. The property owner has the right to determine whether the hunter may use a rifle or a shotgun while hunting on his land.

No one may engage in target practice in the Town of Concord without written permission from the Town Board."

Bill will check on the cost of replacing the "No Hunting" signs in the town. New signs would read: "No hunting in the town of Concord without written permission of property owner."

Laura Callison made a motion to adjourn. Second by Jim Gilbert. Meeting adjourned.

Respectfully submitted,
Sally Williams, secretary

October 28, 2020 Agenda:

TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
October 28, 2020

LOCATION: TOWN OF CONCORD COMMUNITY CENTER
W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from June 24, 2020.
4. Terry Jacobsky (New Vision LLC), N6232 County Road F, is requesting a Conditional Use Permit to construct (4) Extensive Onsite Storage buildings for personal and rental storage at parcel # 006-0716-1532-012.
5. Donald Popp is requesting enlarging an existing A-2 area from .964 acres to 1.446 acres at 6189 County Road F (parcel # 006-0716-1644-000). He is also requesting an amendment to an existing Conditional Use Permit for Storage of Non-Farm Equipment to allow for additional buildings for increased storage in the expanded A-2 parcel.
6. Donald Popp is requesting rezoning 1.318 acres from A-1 to A-2 at 6189 County Road F (parcel # 006-0716-1644-000). He is also requesting a Conditional Use Permit to operate a Kennel and Dog Training Facility at the rezoned parcel.
7. Old business
8. New business
9. Adjournment

There may be at least two town board supervisors in attendance.

October 28, 2020 Minutes:

TOWN OF CONCORD PLAN COMMISSION MINUTES

October 28, 2020

The meeting was called to order at 7:02 p.m. with Lloyd Zastrow, Jim Gilbert, Sally Williams, and Carole Hoffmeister present. Laura Callison was absent.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gilbert made a motion to approve the minutes from the June 24, 2020, meeting, second by Carole Hoffmeister. All approved. Motion passed.

Item 1: Terry Jacobosky (New Vision LLC), N6232 County Road F, requested a Conditional Use Permit to construct (4) Extensive Onsite Storage buildings for personal and rental storage at parcel # 006-0716-1532-012 adjacent to his residence. His proposal is to build a 48' x 64' building for personal storage and (3) 165' x 72' buildings for rental storage. This would be cold storage only. No business operation would take place at the site. Mr. Jacobosky would leave as much natural tree growth as possible to shield the buildings from view and discussed constructing a berm with pine trees along County Road F. There would be no storage on the property outside of the buildings. Jim Gilbert made a motion to recommend approval of the Conditional Use permit, second by Carole. All approved. Motion passed.

Item 2: Donald Popp requested enlarging an existing A-2 area from .964 acres to 1.446 acres at N6189 County Road F (parcel # 006-0716-1644-000). He also requested an amendment to an existing Conditional Use Permit for Storage of Non-Farm Equipment to allow for an additional building for increased storage in the expanded A-2 parcel. The new building would be approximately the same size as the existing buildings. Jim Gilbert made a motion to recommend approval of increasing the A-2 area from 1 acre to 1.5 acres and to recommend approval to amend the Conditional Use permit to allow for a third storage building, second by Sally Williams. All approved. Motion passed.

Item 3: Donald Popp requested rezoning 1.318 acres from A-1 to A-2 at N6189 County Road F (parcel # 006-0716-1644-000). He also requested a Conditional Use Permit to operate a Kennel and Dog Training Facility at the rezoned parcel. The kennel would be owned and operated by his tenants, Kristi Kummer and Otto Sturm. They want to move their business called "You and Your Dog" from a facility they are renting Oconomowoc to this site. They would add on to an existing 2000sf horse barn. There would be an additional 5000sf reception/ training area and an approximately 5000sf kennel area housing 50 dogs. The building would be fully enclosed except for a central atrium in the kennel which would be open to the sky. They currently have 10 employees and 4-5 would be onsite during the workday. Each day about 20-30 clients would drop dogs off in the morning and pick them up again in the afternoon. The couple does many types of training including behavioral, hunting, therapy, service, and police dogs. Some training would take place outside. A construction engineer for the couple was present and stated that noise from dogs inside the facility can be controlled. Jim, Sally, and

Carole had been by the facility in Oconomowoc and agreed that it was quiet and well maintained.

Neighbors Jake & Jenni Thoele and Dan & Diane Malone were present. Jake Theole was opposed to the proposal citing concerns about noise, property values, and safety. He said currently a dog club meets at the site every weekend and there are dogs barking and whistles sounding throughout the day. He is concerned that the proposed facility would increase what is already an annoying level of noise. He is also concerned about his property values and stated he would not have purchased his property if a kennel had been there at the time. He is also concerned with the safety of his small children should a dog get loose.

Dan Malone spoke for himself and 3 neighboring residences. They are all adamantly opposed to the proposal. He reiterated Jake Thoele's concerns and said the barking and whistles every weekend are very annoying. He also stated that there is a lot of commotion every weekend with club members bringing campers and camping at the property overnight. While this is a separate issue from the kennel, he feels a kennel would only make the situation worse.

Another neighbor, Dwayne Nicholson, contacted Sally to indicate that he is opposed to the kennel.

Based on the fact that this area has primarily residential development around the proposed business site and on the strong opposition to the proposed kennel from neighboring residential property owners, Sally Williams made a motion to recommend denial of the rezoning and conditional use permit, second by Jim Gilbert. Sally, Jim and Lloyd approved; Carole was opposed. Motion to deny the request was approved.

Lloyd Zastrow made a motion to adjourn. Second by Carole Hoffmeister. Meeting adjourned.

Respectfully submitted,
Sally Williams, secretary

November 25, 2020 Agenda:

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
November 25, 2020**

LOCATION: TOWN OF CONCORD COMMUNITY CENTER
W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from October 28, 2020.
4. Bret Achtenhagen, Bret Achtenhagen's Seasonal Services, Mukwonago, is seeking review of a proposal to rezone part or all of 82 acres of A-1 land located to the southwest of the Hwy F/ I-94 interchange (parcel #'s 006-0716-1523-000, 006-0716-1522-000, 006-0716-1033-001) to A-2, C, or business zone. He is also seeking a Conditional Use permit for the operation of a landscape contractor business, a retail & wholesale nursery & garden center, and entrepreneurial suites.
5. Old business
6. New business
7. Adjournment

There may be at least two town board supervisors in attendance.

November 25, 2020 Minutes:

TOWN OF CONCORD PLAN COMMISSION MINUTES

November 25, 2020

The meeting was called to order at 7:00 p.m. with Plan Commission members Lloyd Zastrow, Jim Gilbert, Sally Williams, and Carole Hoffmeister present. Also present were Town Chairman Bill Ingersoll, Town Supervisor Erik Frommgen, Bret Achtenhagen (Seasonal Services), Jim Davis (Keller, Inc), and town residents Kimberly Miller, Dale Konle, Rick Dana, and Dan Malone.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gilbert made a motion to approve the minutes from the October 28, 2020, meeting, second by Carole Hoffmeister. All approved. Motion passed.

Item 1: Bret Achtenhagen, Bret Achtenhagen's Seasonal Services, Mukwonago, requested review of a proposal to rezone part or all of 82 acres of A-1 land located to the southwest of the Hwy F/ I-94 interchange (parcel #'s 006-0716-1523-000, 006-0716-1522-000, 006-0716-1033-001) to A-2, C, or business zone. He is also seeking a Conditional Use permit for the operation of a landscape contractor business, a retail & wholesale nursery & garden center, and entrepreneurial suites.

The basic proposal as presented to the Plan Commission is as follows:

Jim Davis described the layout of the proposal. They would like to develop approximately 52 acres to the west of County Shop Road up to I-94. The proposal is to subdivide the property into 5 business lots. The landscape business would locate in a lot comprising the north 17.7 acres of the property along I-94 with 2 driveways accessing that area - 1 for employees and 1 for customers. A 24,000 sf building would house the landscape business operation with parking for 100 employees and up to 150 business trucks and accessory trailers and equipment. Four 12,000 sf entrepreneurial suites with parking are proposed in the southern portion of the property.

Bret Achtenhagen described his business proposal. The entrepreneurial suites would help to generate income to subsidize the purchase of the property and would be rented for local business use such as contractors or storage - not retail. He may consider selling one of the proposed lots in the future. His landscape business has been at its current location over 20 years and currently has about 100 employees with about 50 trucks/ trailers. This is expanding yearly. The projection in his proposal is up to 150 trucks with accessory vehicles and trailers. He does not have a nursery or a retail center at this time but may like to develop that in the future. He also discussed the possibility of developing a yard waste recycle center at the site. The business would operate from about 6:00 a.m. to 7:00 p.m. during the summer. Trucks would leave in the morning and return in the evening. In the winter the business does snowplowing.

Sally Williams stated that she did not feel that the proposal fit with the Jefferson County Agricultural Preservation and Land Use Plan which seeks to concentrate large scale business development in urban service areas and to preserve farmland. This proposal is developing prime farmland not in an urban service area into a business subdivision. A business development of this size is also not consistent with the Town of Concord Land Use Plan, particularly the following goals and strategies adopted in the Plan: **1)** Business development will be small scale and locally owned. Development by large businesses/ employers would be prohibited. There will be no rezoning around the I-94 interchange to accommodate increased residential or business development. **2)** New development will be limited to sites with existing road access. **3)** The town will not rezone in anticipation of development. **4)** No new subdivisions will be created. **5)** All new business development would be located in the hamlet. **6)** The hamlet will not be expanded. **7)** Non-residential development around the I-94 interchange will be severely limited.

Mr. Achtenhagen indicated he could consider using more of the parcel to plant trees for a wholesale nursery as opposed to subdividing for further business endeavors. He stated that in his current location he is surrounded by subdivisions and the neighbors have no problem with him. He would be willing to have a limit put on the number of trucks he operates with. Currently he has 30 office employees who would be work onsite but he doesn't expect to add to that. He may also open satellite locations so that some of his business growth would occur off this location. He would also consider not having a retail center. He would be open to suggestions as to other business endeavors that we would consider instead of the entrepreneurial suites.

Extensive discussion followed.

Kim Miller made the point that if we depart from our plan to allow this development, we would have no ability to prevent further such development surrounding the interchange.

Bill Ingersoll stated that at the time we wrote the Town Plan, the opinion of the community was to keep things rural and he feels that we would open up Pandora's box if we start to depart from the Plan and allow a business of this size. Bill also voiced concern about the increase traffic in an area which is already congested coming out of County Shop Rd during the busy morning and late afternoon hours.

Lloyd Zastrow felt that the size of the landscape business and the unknowns of the entrepreneurial suites were the biggest issues with the proposal.

Jim Davis and Bret Achtenhagan left the meeting at 9:15. Further discussion centered around the traffic concerns and consistency of the proposal with the Town Plan. Consensus was that the current size of the landscape business itself, without considering the subdividing and additional business proposals, is not consistent with the Town Plan and would open up the town to further development around the interchange.

Based on discussion, Jim Gilbert made a motion to deny approval of the proposal, second by Sally Williams. Lloyd, Jim, and Sally approved. Carole abstained.

With no further business, Jim Gilbert made motion to adjourn, second by Carole Hoffmeister. Meeting adjourned at 9:55 p.m.

Respectfully submitted,

Sally Williams, secretary

December 23, 2020 Agenda:

**TOWN OF CONCORD PLAN COMMISSION
MEETING AGENDA
WEDNESDAY
December 23, 2020**

LOCATION: TOWN OF CONCORD COMMUNITY CENTER
W1095 CONCORD CENTER DRIVE

TIME: 7:00 P.M

AGENDA

1. Roll Call
2. Verify compliance with open meetings law
3. Review and approval of minutes from November 25, 2020.
4. Tony McClintok is requesting review and approval; of a preliminary CSM to create 2.008 acre A-3 lot from a 37.27 acre parent parcel at N6735 Hillside Dr. (parcel # 006-07160714-000). He is also requesting a conditional use permit to operate a Commercial Stable and horseback riding instruction facility.
5. Randall & Lori Wegner are requesting review and approval of a preliminary CSM to create a 1 acre A-3 lot and a 1.28 acre A-3 lot from an 85 acre parent parcel at W1630 county Road B (parcel# 006-0716-1632-000).
6. Old business
7. New business
8. Adjournment

There may be at least two town board supervisors in attendance.

TOWN OF CONCORD PLAN COMMISSION MINUTES
December 23, 2020

The meeting was called to order at 7:00 p.m. with Plan Commission members Lloyd Zastrow, Jim Gilbert, Sally Williams, Carole Hoffmeister, and Kim Miller present.

The meeting was opened with the Pledge of Allegiance.

Sally Williams stated that the meeting had been properly posted.

Jim Gilbert made a motion to approve the minutes from the November 25, 2020, meeting, second by Carole Hoffmeister. All approved. Motion passed.

Item 1: Tony McClintok, requested review and approval of a Preliminary CSM to create a 2.008 acre A-3 lot from a 37.27 acre parent parcel at N6735 Hillside Dr. (parcel# 006-0716-0714-000). Sally Williams made a motion to recommend approval of the A-3 lot as presented, second by Jim Gilbert. All approved. Motion passed.

Item 2: Tony McClintok, requested a conditional use permit to operate a Commercial Stable and horseback riding instruction facility. Facility has been operating for a number of years. There are 2 employees. Riding lessons and training are offered. Horses are boarded for training but not for the general public. Jim Gilbert made a motion to recommend approval of the conditional use permit, second by Carole Hoffmeister. All approved. Motion passed.

Item 3: Randall & Lori Wegner requested approval of a preliminary CSM to create a 1 acre A-3 lot and a 1.28 acre A-3 lot from an 85 acre parent parcel at W1630 County Road B (parcel# 006-0716-1632-000). Lot 1 has easement access through lot 2. The fact that both properties need to have approved highway access was discussed. Jim Gilbert made a motion to recommend approval of the A-3 lots. Second by Kim Miller. All approved. Motion passed.

Respectfully submitted,

Sally Williams, secretary