

TOWN OF AZTALAN
PLAN COMMISSION MEETING MINUTES
DECEMBER 2, 2024

1. Call to Order/Pledge of Allegiance: *Chairperson Nicole Miller called the meeting to order at 6:04pm. Also Present: Merlin Lange, Kathleen Pitzner, Klaas van Zanten. Absent: Lee Keeser. The meeting was held at Aztalan Town Hall located at W6260 CTH B, Jefferson WI 53549.*
2. Proof of Posting and Notice - *Secretary Pitzner stated that the notice for this meeting was posted to the Town website and the three posting boxes in Aztalan on December 1, 2024.*
3. Approval of Minutes - July 8, 2024
Klaas van Zanten moved, Merlin Lange seconded the motion to approve the July 8, 2024 minutes as written. Motion carried.
4. Public comments on agenda items (limited to 3 minutes per person)
5. Business
 - a. Request by Godfrey Enterprises LLC to rezone from R-2 to B north of W6630 County Road B, to make parking lot and septic part of existing commercial lot, parcel # 002-0714-1713-007 - *Merlin Lange moved, Klaas van Zanten seconded the motion to approve the rezone request by Godfrey Enterprises, LLC. Motion carried.*
 - b. Request by Godfrey Enterprises LLC to update the conditional use for the rezoned parking lot and septic for the existing eating and drinking business at W6630 County Road B, parcel # 002-0714-1713-007 - *Merlin Lange moved, Klaas van Zanten seconded the motion to approve the request as written above. Motion carried.*
 - c. Request by Godfrey Enterprises LLC to allow for a duplex on Lot 1 (35,555 sq. ft.) on an R-2 zoned lot located at N6330 County Road Q parcel # 002-0714-1713-006 - *Chair Miller moved, Merlin Lange seconded the motion to allow for a duplex on Lot 1 as stated above. Motion carried.*
 - d. Request by Godfrey Enterprises LLC to allow for a duplex on Lot 2 (30,000 sq. ft.) on an R-2 zoned lot located at N6330 County Road Q parcel # 002-0714-1713-006 - *Chair Miller moved, Kathleen Pitzner seconded the motion to allow for a duplex on Lot 2 as stated above. Motion carried.*
 - e. Discussion on Plan Commission Per Diem eligible list to recommend for Town Board approval - *after discussion among members in attendance, it was agreed to recommend these items to be eligible for per diem submission: PC meetings, site visits, training relevant to PC duties (+ mileage), all phone calls, collectively in excess of 30 minutes, in respect to a current CUP request.*
6. Adjournment
Klaas van Zanten moved, Chair Miller seconded the motion to adjourn the December 2, 2024 meeting at 6:44pm. Motion carried.

Respectfully submitted,
Kathleen Pitzner
Clerk/Plan Commission Secretary