

AZTALAN TOWN PLAN COMMISSION MEETING MINUTES

August 2, 2021

1. Call meeting to order:
Chairperson Nicole Miller called the meeting to order at 7:03 pm. Other members in attendance: Merlin Lange, Kathy Pitzner, and Erik Huth. Absent: Klaas van Zanten. The meeting was held at Aztalan Town Hall located at W6260 CTH B, Jefferson WI 53549.
2. Pledge of Allegiance
3. Secretary report - *reviewed minutes from June 28, 2021*
4. Public comments on agenda items
5. Business
 - a. Discussion and possible action on request by Randy Dunn for a conditional use to allow for an extensive on-site storage structure that is 42'x60' in an R-2 zone at N6299 Jefferson Rd, PIN 002 0714-1341-001.
No action taken; Vice Chair Lange motions to move to next meeting, Chair Miller seconds. Motion carried.
 - b. Review and possible revision suggestions to the 'Ordinance Application to construct driveway/access, along town roads in Aztalan Township'
No action taken; Sec. Pitzner will find out proper procedure to change from Ordinance to resolution or policy and driveway application revision. Chair Miller motions to have Plan Commission members review the current application and suggest changes to review at a future meeting, Sec. Pitzner seconds. Motion carried.
 - c. Discussion and possible action on request by Dennis Stilling to construct a driveway for agriculture use only to the south of his residence at N5313 Harvey Rd, Town of Aztalan
Dennis Stilling stated address correction of 'N5315 Harvey Rd' As stated on the driveway application, the Town Chair visited the site with Dennis, and with good understanding of the request, approved the request for an agricultural use driveway.
 - d. Discussion on Plan Commission compensation per quantity & frequency
Sec. Pitzner will get information on rates, per diem items, mileage, etc.
 - e. Discussion on Outside Contractors
Chair Miller will contact outside contractors to gather information for more discussion at a future meeting.
 - f. Discussion on Fees w/ Application
Will be discussed with other agenda items as applicable
 - g. Outline Inspection Procedure
Chair Miller suggests adding 'photos of surveyed lot lines to accompany payment' to the current Ordinance #2.2008 Plan Commission Application Fees. This suggestion will be brought to the Town Board.
 - h. Discussion and possible action on purchasing 1-6 copies of the updated edition of the Jefferson County Zoning Ordinances
Chair Miller motions to request Town Board to purchase 6 copies of the updated Jefferson County Zoning Ordinance No. 11, Erik Huth seconds. Motion carried.

6. Adjournment

*Vice-Chair Lange made the motion to adjourn the meeting, seconded by Chair Miller.
Motion carried. Meeting adjourned at 8:43pm.*

These minutes are not approved and could possibly be revised at the next scheduled meeting of
the Town of Aztalan Plan Commission.

Kathleen Pitzner, Secretary