

## **JOINT PLAN COMMISSION & TOWN BOARD MEETING**

### **Meeting Minutes – June 8, 2026 @ 6:30 p.m.**

**1. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE**

Chairmen Endres called the meeting to order at 6:31 p.m.

Plan Commission roll call shows Chair Jeff Endres, Commissioners Kurt Acker, Ashley Ballweg, Jan Barman, Erik Marx, Neil Statz, and Matt Wright present.

Town Board roll call shows Chairman Laufenberg, and Supervisors Jankowski, Ballweg and Wright present. Supervisor Zinck III was absent.

Also present were Deputy Clerk-Treasurer Lori Eckes, Zoning Administrator Mitchell Bortz, Attorney Andres Helquist, Rick & Peggy DeYoung, Keith & Barb Bohringer, Robin Loger, Ron Voelker, Heath & Rachel Mickelson, Tom & Jackie Crabb, John Gunderson, Ryan Kotila, Aren Shelton, Drew Mears, Joe M., Leo Spahn, Jody Steele, Joe Steele, Duane Wagner, Dan Fargen, Phill Thill, Fernando & Shelley Delk, Jody Plantz, and Richard Steinfeldt.

The Pledge of Allegiance was recited.

**2. CONFIRMATION OF POSTINGS FOR OPEN MEETING LAWS AND PUBLIC HEARING NOTICES**

The Deputy Clerk Treasurer confirmed that the agenda was posted at town hall and on the Town website. Public Hearing notices were mailed 2 weeks in advance of the meeting.

**3. PUBLIC COMMENT TIME – None.**

**4. APPROVAL OF PREVIOUS MINUTES: Plan Commission May 11<sup>th</sup> & Site Visit May 16<sup>th</sup>**

**Motion by Commissioner Wright, seconded by Commissioner Ballweg to approve the May 11 meeting minutes.**

**Motion carried, 7-0.**

**Motion by Commissioner Acker, seconded by Commissioner Barman to approve minutes of the May 16<sup>th</sup> Site visit with the correction of Commissioner Acker seconding the motion to adjourn the meeting. Motion carried, 7-0.**

**Motion by Commissioner Wright, seconded by Commissioner Ballweg to recess the regular meeting and go into a public hearing. Roll call vote: Acker AYE, Ballweg AYE, Barman AYE, Endres AYE, Marx AYE, Statz AYE, Wright AYE. Motion carried.**

**5. PUBLIC HEARINGS:**

- a. COMBINE 4 PARCELS AT 4903 CAPITOL VIEW INTO ONE 1.75-ACRE LOT REZONED FROM AGRICULTURAL TO RESIDENTIAL (0808-333-8420-2; -8430-0; -8440-8; & -8450-6) – DEYOUNG  
House will be built on the south end of the property. Aren Shelton asked how the property could be sold if property taxes are not paid. Mr. DeYoung stated they are in the closing statement. According to Mitchell Bortz everything is in order for the zoning change. The house must be built before the CUP is applied for.
- b. REZONE COMMERCIAL PARCEL AT 7302 MUSKIE DR. FROM LEGACY C-2 TO TOWNS' ZONING COM & DESIGN REVIEW FOR LOT DEVELOPMENT (0808-043-7032-0) – WJG PROPERTIES  
Modular Power would like to build another building to expand their business. They build power distribution equipment, like Schneider Company. They have 100 employees. Started the company in Dane County and have another location in Cudahy. Per Mr. Bortz the height and set back for the project have been met. The design includes removing part of the parking and creating 2 ½ spaces per sq ft of the building. The company does not have any outside retail sales. The Stormwater and Erosion Control plans are done. Commissioner Wright asked where the rain garden drains into. The representative will get back to the board with this information.  
Commissioner Ballweg likes the landscaping of the project.
- c. DIVIDE & REZONE 5601 DAHMEN DR. FROM ONE R-1 RESIDENTIAL LOT INTO FOUR SFR RESIDENTIAL LOTS (0808-164-6303-3) – MICKELSON

Several neighbors here to give their approval of the project. Ron Voelker stated “It would make it look really good.” You probably wouldn’t see the houses when going down the road was stated by Chairman Endres.

- d. RENEWAL OF CONDITIONAL USE PERMIT FOR CONCRETE BATCH PLANT AT 6750 GREENBRIAR RD. (0808-352-8000-7, -9500-0, -9571-0; -351-8500-3, -8570-9; -263-8220-9) – YAHARA MATERIALS

Robing Loger from Yahara Materials spoke in regards to renewing the CUP. The purpose of the plant is for the DOT to get aggregate for their projects. There haven’t been any complaints that we know of. Tom Crabb stated the project was not obvious from the application. He doesn’t want the plant to move locations before the 10 yr. renewal. Mr. Loger said it would only move a couple 100 ft from it’s current location due to it needing to be by the high capacity well. Fernando Delk asked if the plant would impact the well water. Mr. Loger stated the plant has to abide by the strict State & DNR guidelines. Attorney Helquist suggested a condition in the CUP that the plant is not going to move. Commissioner Ballweg would like to change the wording for the noise limits. Commissioner Acker suggested the wording change on the CUP under the Expiration of Permit to a 5-year limit instead of 365 days since the plant doesn’t run every year. If issues arise, the board can revisit the CUP.

**Motion by Commissioner Wright, seconded by Commissioner Ballweg to close the public hearing and return to the regular meeting. Roll call vote: Acker AYE, Ballweg AYE, Barman AYE, Endres AYE, Marx AYE, Statz AYE, Wright AYE. Motion carried.**

6. CSM TO COMBINE 4 PARCELS AT 4903 CAPITOL VIEW INTO ONE 1.75 ACRE LOT REZONED FROM AGRICULTURAL TO RESIDENTIAL (0808-333-8420-2; -8430-0; -8440-8; & -8450-6) – DEYOUNG

**Motion by Commissioner Wright, seconded by Commissioner Ballweg to approve the CSM to combine the 4 parcels into one 1.75-acre lot rezoned SFR. Motion carried, 7-0.**

**Motion by Sup. Wright, seconded by Sup. Ballweg to approve the CSM to combine the 4 parcels into one 1.75 acre lot zoned SFR as approved by the Plan Commission. Motion carried, 4-0.**

7. REZONE COMMERCIAL PARCEL AT 7302 MUSKIE DR. FROM LEGACY C-2 TO TOWNS’ ZONING COM & DESIGN REVIEW FOR LOT DEVELOPMENT (0808-043-7032-0) – WJG PROPERTIES.

**Motion by Commissioner Wright, seconded by Commissioner Marx to approve the rezone of the commercial parcel at 7302 Muskie Dr from Legacy zoning C-2 to Town zoning COM. Commissioner Wright asked for updated plans showing the drainage at the existing rain garden. Motion carried, 7-0.**

**Motion by Chairman Laufenberg, seconded by Sup. Wright to table this item so they can review the updated plans. Motion carried, 4-0.**

8. DRIVEWAY PERMIT FOR DARLIN DR ACCESS: 7302 MUSKIE DR. 0808-043-7032-0.

**Motion by Commissioner Ballweg, seconded by Commissioner Wright to table this item. Motion carried, 4-0.**

9. DIVIDE & REZONE 5601 DAHMEN DR. FROM ONE R-1 RESIDENTIAL LOT INTO FOUR SFR RESIDENTIAL LOTS (0808-164-6303-3) – MICKELSON

**Motion by Commissioner Barman, seconded by Commissioner Acker to approve the CSM and rezone of 5601 Dahmen Dr from one R – 1 Residential lot into four SFR residential lots awaiting an updated GEC sheet with the correct acreage of the lots from the survey map. Motion carried, 7-0.**

**Motion by Sup. Ballweg, seconded by Sup. Wright to approve the division of the one R-1 lot into 4 SFR residential lots as approved by the Plan Commission. Motion carried, 4-0.**

10. RENEWAL OF CONDITIONAL USE PERMIT FOR CONCRETE BATCH PLANT AT 6750 GREENBRIAR RD. (0808-352-8000-7, -9500-0, -9571-0; -351-8500-3, -8570-9; & -263-8220-9) – YAHARA MATERIALS

The end users of the concrete produced by the batch plant are limited to governmental entities, the plant will not be permanent in nature, and the CUP’s expiration will not be conditioned on yearly installation and utilization.

**Motion by Commissioner Marx, seconded by Commissioner Statz to approve the renewal of the CUP with the changes noted during the meeting\*. Motion carried, 7-0.**

\* The end users of the concrete produced by the batch plant are limited to governmental entities, the plant will not be permanent in nature, and the CUP's expiration will not be conditioned on yearly installation and utilization.

The Town's attorney and zoning administrator will provide an updated draft of the CUP for the Town Board's consideration and action at their next regular board meeting, June 16<sup>th</sup>. No action was taken by the Town board. It will be revisited at a future meeting.

11. OLD BUSINESS

~~a. UPDATE TDR PROGRAM RULES & PROCEDURES WITH TOWN POLICY ALLOWING ONLY ONE DIVISION OF ELIGIBLE SUBDIVISION LOTS WITHOUT TRANSFERRING IN A DEVELOPMENT RIGHT; ALL ADDITIONAL DIVISIONS REQUIRE DEVELOPMENT RIGHTS.~~

12. COMMUNICATIONS/ANNOUNCEMENTS

Commissioner Barman asked if any more commercial companies will be coming into the area. Chairman Endres commented that we need a balance of both homes and commercial properties.

13. ADJOURN

**Motion by Commissioner Barman, seconded by Commissioner Acker to adjourn the Plan Commission meeting at 7:44 p.m. Motion carried, 7-0.**

**Motion by Sup. Jankowski, seconded by Sup. Ballweg to adjourn the meeting at 7:44 p.m. Motion carried, 4-0.**