

VILLAGE OF JOHNSON CREEK  
 MEETING NOTICE  
 125 Depot Street, Johnson Creek, WI 53038

**PLAN COMMISSION**  
**October 10, 2016**  
**Village Hall**  
**125 Depot Street**  
**5:00 p.m.**

1. Call to order - Roll Call
2. Statement of Public Notice
3. Approve Minutes of September 12, 2016 – *pg 1*
4. George and Ruth Ducklow ETZA - Town of Farmington – *pgs 2-6*
5. Adams Rental Investments – Site Plan – Parking Area – 201 Grell Ln. – *pgs 7-13*
6. Next Meeting – November 14, 2016 – 5:00 p.m.
7. Adjourn

Members: David Armstrong, Mary Nimm, C. J. O’Neil, Matthew Silkey, John L. Swisher, Scott Thomas and Trustee Laurie Adams.

\*Page/packet numbers relate to meeting packets distributed to appropriate commission/committee members.

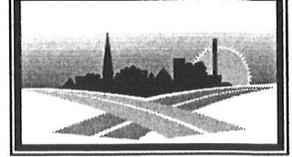
NOTICE: It is possible that members of, and possibly a quorum of, other governmental bodies of the Village may be in attendance at the meeting above to gather information. No action will be taken by any governmental body at the meetings above other than by the governmental body specifically referred to in the above notice.

Requests from persons with hearing or sight disabilities who need assistance to participate in this meeting should be made to the Village Clerk’s Office at (920) 699-2296 with as much advance notice as possible.

<i>Agenda Posting Information</i>	
Date Posted	
Time	a.m. / p.m.
Initials	

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**PLAN COMMISSION**  
**September 12, 2016**



John Swisher, chair called the Plan Commission meeting to order at 5:02 p.m. In attendance: Plan Commissioners: Laurie Adams, Mary Nimm, C. J. O'Neil, John Swisher and Scott Thomas. Absent and excused: David Armstrong and Matthew Silkey. Village Trustees in attendance: Fred Albertz and Steve Wollin. Also in attendance: Administrator Kyle Ellefson and Clerk/Treasurer Joan Dykstra.

**Statement of Public Notice** – This meeting was posted and noticed according to law.

**Approve Minutes of August 3, 2016**

An O'Neil/Adams motion carried to approve August 3, 2016 Plan Commission minutes.

**Site Plan - Rob's Performance**

Swisher said Planner Slavney, who was not able to attend tonight, said he is fine with the site plan but the landscape plan must be submitted for review. Rob questioned landscaping near the addition where it is in the back of the property and no one really sees it. Commissioner Thomas said the memo from Planner Slavney recommended any additional landscaping, if needed can be placed towards the front of the lot.

A Thomas/Adams motion carried to approve the site plan contingent upon the Planner's review of the landscaping plan.

**Next Meeting** – October 10, 2016 – 5:00 p.m.

**Adjourn**

An O'Neil/Nimm motion carried to adjourn at 5:13 p.m.

Joan Dykstra  
Clerk – Treasurer

Disclaimer: These minutes are uncorrected; any corrections made thereto will be so noted in the proceedings at which these minutes are approved.

RESOLUTION 110-16

EXTRATERRITORIAL SUBDIVISION  
GEORGE AND RUTH DUCKLOW – TOWN OF FARMINGTON

THE VILLAGE BOARD OF THE VILLAGE OF JOHNSON CREEK, JEFFERSON COUNTY, WISCONSIN, DOES RESOLVE AS FOLLOWS:

**WHEREAS**, by State Statue the Village has the right to review subdivisions of land within one and one half miles of the Village’s corporate limits,

**WHEREAS**, it is in the best interest of the Village to review any subdivision of land within our extraterritorial review to ensure that future land use and services are compatible with our Urban Service Area within Johnson Creek’s Comprehensive Plan,

**WHEREAS**, George and Ruth Ducklow, the owners of Parcel # 008-0715-2024-000, W4339 Ambrose Drive, Johnson Creek, WI, located in the Town of Farmington, and

**WHEREAS**, the subdivision is to create a 3-acre lot around the home, and

**WHEREAS**, the certified survey map must have 40 feet from the centerline along the entire Ambrose Drive frontage bordering the CSM labeled “dedicated to the public”, and

**WHEREAS**, the Village Attorney has reviewed the CSM for compliance, and

**WHEREAS**, this extraterritorial CSM be approved conditioned upon approval by Jefferson County, and

**NOW THEREFORE BE IT RESOLVED**, that the Plan Commission recommends to the Board of Trustees of the Village of Johnson Creek Village Board to approve the subdivision of parcel #008-0715-2024-000, to create a 3 acre lot around the home by Certified Survey Map (CSM), and

**BE IT FURTHER RESOLVED**, that the Village Administrator and the Village Clerk/Treasurer have the authority to effectuate this resolution.

**PASSED AND ADOPTED** by the Village Board of Trustees this 24<sup>th</sup> day of October 2016.

\_\_\_\_\_  
John L. Swisher, Village President

ATTEST:

\_\_\_\_\_  
Joan Dykstra Clerk-Treasurer

VILLAGE OF JOHNSON CREEK  
125 Depot Street, P.O. Box 238, Johnson Creek, WI 53038 (920-699-2280)  
Extraterritorial Subdivision Application  
(ETZA)

RECEIVED

JUN 23 2016

Village Code - Chapter 245-29 requires approval of ETZA (property located within 1.5 miles of the corporate limits of the Village of Johnson Creek) preliminary plats by the Village Board.

The following information and documentation is required to be submitted to the Village Administrator prior to 2:00 p.m. on the first Friday of the month in which you wish Plan Commission consideration. Please include the following information with your completed Extraterritorial Subdivision Application.

- Twenty (20) copies (11" X 17") folded to (8 1/2" X 11") of plat of survey or preliminary CSM prepared by a land surveyor registered in the State of Wisconsin, as applicable, showing all land that is under ownership or control of the subdivider, the entire frontage of all parcels that are under the ownership or control of the subdivider that are contiguous to the public right-of-way fronting the parcel(s) to be created and a supplemental area location map. Show the location, elevation, all streets bordering the property, and use of any abutting lands and their structures within 40 feet of the subject site.
- Where the land to be subdivided is located adjacent to the intersection of two town roads, the Village will only require dedication of land for public right-of-way purposes on that portion of the land fronting the road on which the parcel(s) is/are to be created.
- Application Fee \$100.00 per parcel created (Chapter 33 - Fees)
- Payment of Reimbursable Cost Fees (See Appendix A) (Chapter 33 - Fees)
- Provide any additional information as required by the Building Inspector, Plan Commission or Village Board.

Please type this information if possible.

Address of property involved (including township)	W4339 Ambrose Drive, Town of Farmington
Parcel number: Number of acres of parent parcel:	008-0715-2024-000
Purpose of subdivision (explain in full, attach page if necessary)	Create a 3 acre A-3 Lot (Farm Consolidation) with existing buildings for sale to their son (previous 1.8 acre lot approved 2003).
Name of petitioner	George Ducklow
Mailing address of petitioner	W4375 Ambrose Drive Johnson Creek, WI 53038
Daytime phone number of petitioner	920-699-3829
Name of property owner	George M. & Ruth E. Ducklow Trust

S:\MS Word\Applications\ETZA 2013.doc

VILLAGE OF JOHNSON CREEK  
125 Depot Street, P.O. Box 238, Johnson Creek, WI 53038 (920-699-2280)  
Extraterritorial Subdivision Application  
(ETZA)

Mailing address of property owner	Same as Petitioner
Daytime phone number of property owner	
Legal description of property involved	-Can Attach- See Preliminary Certified Survey
Name of Architect, Professional Engineer, or Contractor	NA
Property is presently used as:	Rural Residential
Type of structure and proposed use of structure or site including number of employees if applicable	NA
How would this land division affect the Village?	No effect
Property is presently zoned as:	A-1

*Mark E. Gunk* AGENT  
Signature of Owner  
6-22-16  
Date of Signature

*Mark E. Gunk* AGENT  
Signature of Petitioner  
6-22-16  
Date of Signature

VILLAGE OF JOHNSON CREEK  
125 Depot Street, P.O. Box 238, Johnson Creek, WI 53038 (920-699-2280)  
Extraterritorial Subdivision Application  
(ETZA)

RECEIVED

JUN 23 2016

Agreement for Reimbursable Services  
Petitioner/Applicant/Property Owner

In accordance with Village Code - Chapter 250-138 the Village may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in its review of a proposal coming before the Plan Commission. The Village reserves the right to apply the charges for these services as well as for staff time expended in the administration, investigation and processing of applications to the Petitioner.

The Petitioner is required to provide the Village with an executed copy of this agreement as a prerequisite to the processing of the development application. The submission of a development proposal application or petition shall be construed as an agreement to pay for such professional review services applicable to the proposal. The Village may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until such fees are paid by the Petitioner. The Property Owner acknowledges that review fees which are applied to a Petitioner, but which are not paid by such Petitioner, may be charged by the Village as an assessment against the subject property for current services provided the property.

Note: Consultant services (e.g. engineering, planning, surveying, legal, etc.) and Village administrative time are charged in addition to the normal costs payable by the Applicant/Petitioner/Property Owner (e.g. application filing fees, permit fees, publication expenses, recording fees, impact fees, etc.)

Ducklow ETZA  
(Project Name/Nature of Application)

008-0715-2024-000  
(Property Tax Key Numbers Involved in Project)

*Mark E. Gunk* AGENT  
(Signature of Applicant/Petitioner) 6-22-16  
(Date)

*Mark E. Gunk* AGENT  
(Signature of Property Owner) 6-22-16  
(Date)

S:\MS Word\Applications\ETZA 2013.doc

JEFFERSON COUNTY  
PRELIMINARY REVIEW FOR CERTIFIED SURVEY  
A division of land located in the SE 1/4 of the NW 1/4 of Section 20, Town 7 N, Range 15 E, Town of Farmington, Jefferson County, Wisconsin, on Parcel Number(s) 008-0715-2024-000

Date Submitted: June 17, 2016  
Revised: JUN 23 2016

Owner: George M. & Ruth E. Ducklow Trust  
Address: W4375 Ambrose Drive  
City, ST Zip: Johnson Creek, WI 53038  
Phone: 920-699-3829

Surveyor: Anderson Land Surveying LLC  
Address: W6141 Star School Road  
City, ST Zip: Fort Atkinson, WI 53538  
Phone: 920-563-8162

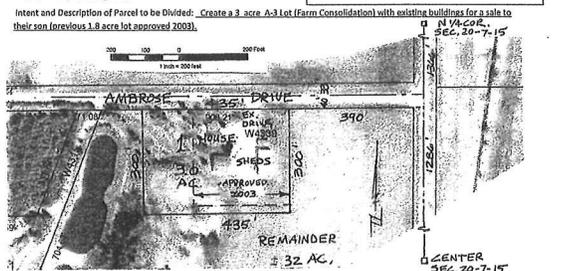
NOTE: Areas and dimensions on this Preliminary are approximate only and in most cases will vary from the Final survey data.

Intent and Description of Parcel to be Divided: Create a 3 acre A-3 Lot (Farm Consolidation) with existing buildings for a sale to their son (previous 1.8 acre lot approved 2003).

Rezoning  
 Allowed Division within an existing Zoning District  
 Survey of Existing Parcel

Note to be placed on final CSM  
Petition # \_\_\_\_\_ Zoning \_\_\_\_\_  
Check for subsequent zoning changes with Jefferson County Planning and Zoning Department.

In addition to the info required by Section 236.34 of State statute, Sec. 15.04(1) of the Jefferson County Land Division/Subdivision Ordinance requires that the following be shown:  
• Existing buildings, watercourses, drainage ditches and other features pertinent to the proper division.  
• Location of access to a public road, approved by the agency having jurisdiction over the road.  
• All lands reserved for future public acquisition.  
• Date of the map  
• Graphic Scale



NOTE: Areas and dimensions on this Preliminary are approximate only and in most cases will vary from the Final survey data.

Town Board Approval \_\_\_\_\_ Date \_\_\_\_\_  
(Includes Access approval if applicable)

County Highway Approval \_\_\_\_\_ Date \_\_\_\_\_  
(If applicable)

Extraterritorial Approval \_\_\_\_\_ Date \_\_\_\_\_  
(If applicable)

County Surveyor Approval \_\_\_\_\_ Date \_\_\_\_\_

Zoning Office Approval \_\_\_\_\_ Date \_\_\_\_\_

Please submit four copies to Jefferson County Planning & Zoning, 311 S Center Ave, Room 201, Jefferson, WI 53549 01-12

**DECISION OF THE JEFFERSON COUNTY  
PLANNING & ZONING COMMITTEE/COUNTY BOARD  
ZONING AMENDMENTS**

**I. FINDINGS OF FACT:**

Petition #: R3913A-16 Township: Farmington  
 Site Inspection Date: 8/15/16 Hearing Date: 8/18/16  
 Petitioner Name: George Ducklow  
 Property Owner(s): George & Ruth Ducklow Trust  
 Property Location: W4339 Ambrose Road

**REZONING REQUEST:**  
 Rezone the existing residence and buildings on 3 acres to A-3, Agricultural/Rural Residential

PARCEL(S) (PIN#): 008-0715-2024-000 (38 Ac)

PARENT PARCEL(S): (See attached map) PARCEL OF RECORD: (See attached map)

TOTAL CONTIGUOUS A-1 ACRES 38+ or -  Less than 50  More than 50  
 PREVIOUS A-3 LOTS CREATED FROM PARENT PARCEL: two, only one recorded

LOTS AVAILABLE: 0 Non Prime, 0 or Prime, 0

LOTS REQUESTED: 3-ac lot w/residence; previously approved 2 ac, adding 1 ac  
 AGRICULTURAL PRESERVATION  LIMITED SERVICE AREA  LONG RANGE URBAN SERVICE AREA  
 ENVIRONMENTAL CORRIDOR  15 YEAR GROWTH AREA  RURAL HAMLET

SOIL TYPES: R1E2, RD2, Aza

Class I    % Class II 10 % Class III    % Class III Non-Prime    %  
 Class IV 60 % Class V-VII 30 %

Cropland    % Woods    % Fallow/Pasture 30 % Existing Yard 70 % Slope 0-3 %  
 FLOODPLAIN  WETLANDS  SHORELAND

ADJACENT LAND USE: A-1, Exclusive Agricultural; A-3, Agricultural/Rural Residential

**COMMENTS/ADDITIONAL INFORMATION RECEIVED AT PUBLIC HEARING:**

Farm consolidation - 1.5 ac with 35 acres remaining  
 Previously approved for 2 acres in 2003  
 Parcel has no additional A-3 lots available

TOWN BOARD RECOMMENDATION 7-11-16  Granted  Denied  Tabled  Not Received  
 Date

Note: Town Board recommendation does not constitute final county action. See Sec. III Order & Determination (pg. 2)

**II. CONCLUSIONS**

BASED UPON THE FINDINGS OF FACT, THE AMENDMENT FILE, SITE INSPECTION, PUBLIC HEARING, ZONING ORDINANCE, AND THE AGRICULTURAL PRESERVATION AND LAND USE PLAN, THE PLANNING & ZONING COMMITTEE CONCLUDES THAT THE PROPOSED ZONING AMENDMENT  Complies  Does Not Comply

AS A PRIME LOT    NONPRIME LOT    LOT COMBINATION     
 FOR THE FOLLOWING REASONS: This is an enlargement of the previously approved farm consolidation lot

The Jefferson County Planning and Zoning Committee finds this amendment meets the standards of 91.48 Wisconsin State Statutes and 11.11(c)6 of the Jefferson County Zoning Ordinance.

**DECISION III. ORDER & DETERMINATION DECISION**  
 Based on the findings of fact conclusions and the record herein, the committee recommends to the Jefferson County Board of Supervisors that the amendment be:  Granted  Denied  Postponed  
 Motioned by: George Jaeckel 2nd by: Don Reese Abstained     
 Voted: Voice vote, no objection Date: 9/29/16

Note: If postponed, this amendment is not forwarded to the Jefferson County Board of Supervisors for action and may be required to go back to a public hearing.

Based on the Planning and Zoning Committee recommendation the Jefferson County Board of Supervisors:

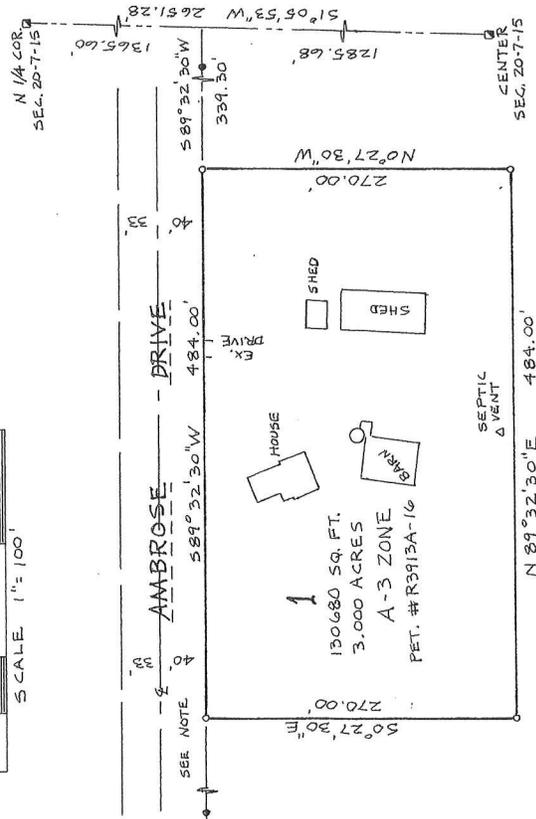
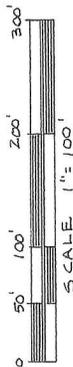
- Granted**  Denied  Postponed Date: 9/13/16
- If the requested amendment was granted, it is subject to the following: *(Check all that apply)*
- ACCESS APPROVAL BY MAINTAINING AUTHORITY
- RECEIPT OF SUITABLE SOIL TEST
- RECEIPT OF AND RECORDING OF THE FINAL CSM
- EXTRATERRITORIAL PLAT REVIEW
- REZONING SHALL BE NULL & VOID & OF NO EFFECT ONE YEAR FROM THE DATE OF COUNTY BOARD APPROVAL UNLESS ALL APPLICABLE CONDITIONS HAVE BEEN COMPLETED BY THAT DATE

OTHER: Maintain a minimum of 35 acres in remnant A-1, excluding Johnson Creek extraterritorial right-of-way. This is a change from the 2002-2003 petition approval, for which an affidavit was recorded. Committee approval on 9/12/16 allowed a slight modification of lot configuration due to DNR requirements.

FILING OF AFFIDAVIT OF ZONING STATUS ON REMAINING LANDS  
 (SEE ATTACHED INSTRUCTION SHEET)  
 DATE: 9/16/16 SIGNATURE: [Signature]

# CERTIFIED SURVEY MAP

Part of the SE $\frac{1}{4}$  of the NW $\frac{1}{4}$  of Section 20, T7N, R15E,  
Town of Farmington, Jefferson County, WI



### NOTES:

- The south 40 feet of Ambrose Drive was dedicated to the public on C.S.M. #4275 as a requirement of the Village of Johnson Creek.
- Assumed North referenced to the east line of the NW $\frac{1}{4}$  of Section 20-7-15 bearing S1°05'53\"W.
- This lot may contain 20% slopes, check with Jefferson County Zoning Department for 20% slope restrictions.
- This lot may be subject to any and all easements or agreements either recorded or unrecorded.



9-16-16

Owners/Subdividers:  
George M. Ducklow & Ruth E.  
Ducklow Revocable Trust  
W4375 Ambrose Drive  
Johnson Creek, WI 53038

Sheet 1 of 2

**ANDERSON LAND SURVEYING LLC**  
Professional Land Surveyor  
W6141 Star School Road, Fort Atkinson, WI 53538  
Phone (920) 563-8162

# CERTIFIED SURVEY MAP

Part of the SE $\frac{1}{4}$  of the NW $\frac{1}{4}$  of Section 20, T7N, R15E,  
Town of Farmington, Jefferson County, WI

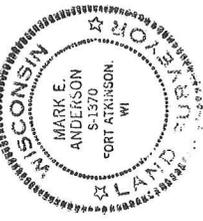
### SURVEYOR'S CERTIFICATE

I, Mark E. Anderson, Professional Land Surveyor, hereby certify that in full compliance with Chapter 236.34, Wisconsin Statutes and the subdivision regulations of Jefferson County and by the direction of George and Ruth Ducklow, owners, this land has been surveyed, divided and mapped under my responsible direction and supervision; that such survey correctly represents all exterior boundaries and the division of the land surveyed; and is a part of the SE $\frac{1}{4}$  of the NW $\frac{1}{4}$  of Section 20, T7N, R15E, Town of Farmington, Jefferson County, Wisconsin to-wit:

Beginning at the N  $\frac{1}{4}$  corner of said Section 20; thence S1°05'53\"W, along the east line of said NW $\frac{1}{4}$  of Section 20, 1365.60 feet; thence S89°32'30\"W, along the south line of Ambrose Drive and its extension, 339.30 feet to the point of beginning; thence continue S89°32'30\"W, along said south line, 484.00 feet; thence S0°27'30\"E, 270.00 feet; thence N89°32'30\"E, 484.00 feet; thence N0°27'30\"W, 270.00 feet to the point of beginning, containing 3.000 acres.

Date 9-16-16

*Mark E. Anderson*  
Mark E. Anderson  
Professional Land Surveyor, S-1370



Approved by the Village of Johnson Creek.

Date \_\_\_\_\_  
Authorized Signature \_\_\_\_\_

Approved by the Planning and Zoning Committee of Jefferson County.

Date \_\_\_\_\_  
Authorized Signature \_\_\_\_\_

Sheet 2 of 2

**ANDERSON LAND SURVEYING LLC**  
Professional Land Surveyor  
W 6141 Star School Road, Fort Atkinson, WI 53538  
Phone (920) 563-8162

JN 01-12

## Joan Dykstra

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**From:** Mike Slavney <mslavney@vandewalle.com>  
**Sent:** Wednesday, October 05, 2016 1:49 PM  
**To:** Joan Dykstra  
**Subject:** RE: ETZA - Ducklow and letter from County and minutes from previous PC

Thanks Joan

I recommend the Village approve with no need for conditions.

Thanks!

Mike

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**From:** Joan Dykstra [mailto:joand@johnsoncreekwi.org]  
**Sent:** Tuesday, October 04, 2016 3:04 PM  
**To:** Mike Slavney  
**Subject:** ETZA - Ducklow and letter from County and minutes from previous PC

Hi Mike,

Please find attached the CSM in recording format along with the note from Jefferson County that they approved and the minutes from Plan Commission. Your recommendation?

Please and thank you!

Joan

Joan in Creek  
Keep Smiling

Joan Dykstra, Clerk-Treasurer  
Village of Johnson Creek  
PO Box 238  
125 Depot St.  
Johnson Creek, WI 53038  
920-699-2296 phone  
920-699-2292 fax  
[joand@johnsoncreekwi.org](mailto:joand@johnsoncreekwi.org)  
Population 2,933  
Website: [www.johnsoncreek-wi.us](http://www.johnsoncreek-wi.us)

*Elected Officials and Members of Village Committees: in order to comply with the Open Meetings Act requirements, please limit any reply to only the sender of this electronic communication.*

# VILLAGE OF JOHNSON CREEK

125 Depot Street, P.O. Box 238, Johnson Creek, WI 53038 (920-699-2296)

## Site Plan Application

### Site Plan Application Required per Village Code - Chapter 250-127

The following information and documentation is required to be submitted to the Village Administrator prior to 2:00 p.m. on the first Friday of the month in which you wish Plan Commission consideration. Please include the following information with your completed Site Plan Application.

- Twenty (20) copies (11" X 17") folded to (8 ½" X 11) of the site plan, completed application and Agreement for Reimbursable Services.
- Payment of \$300 for Site Plan Fee. (Village Code - Chapter 33 - Fees)
- Payment of Reimbursable Development Cost Fee. (See Appendix A) (Village Code - Chapter 33- Fees)
- Provide any additional information as required by the Building Inspector, Plan Commission or Village Board.

Please type this information if possible.

<b>NAME OF PROJECT</b> (Include Parcel Number)	141-0715-1821-016
Owner's Name	Jon & Laurie Adams Adam's Rental Investments
Owner's Address	P.O. Box 339 201 Grell Ln.
Owner's Phone #	Fax #
715-340-4434	
E-mail address:	
laurie@adamsaps.com	
Developer's Name	See Above
Developer's Address	
Developer's Phone	
Developer's Fax #	
Ordinance Number Permitting your use	
Present Zoning Classification	GI
Date of Plan Submittal	

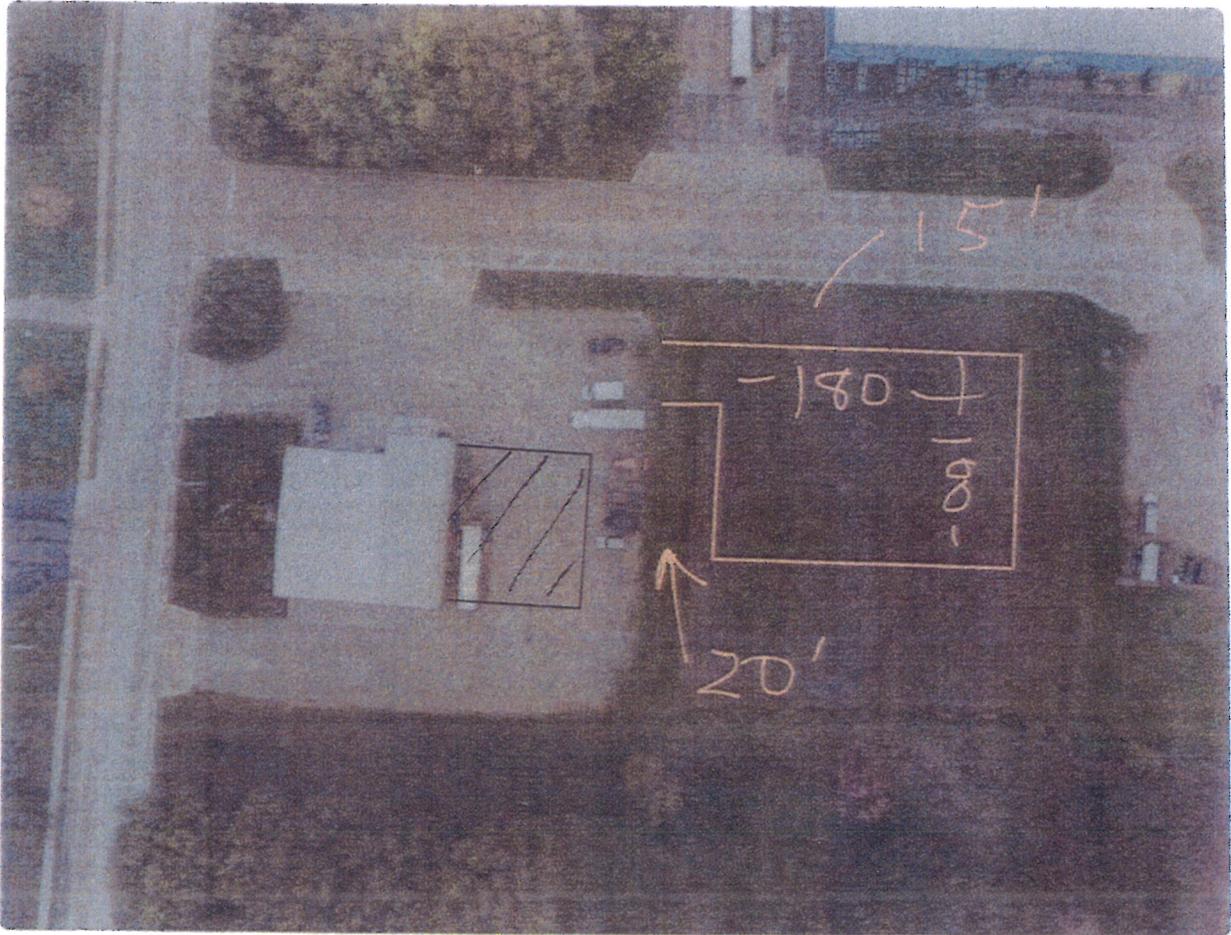
\_\_\_\_\_  
Signature of Petitioner

*Laurie Adams*  
Signature of Owner

\_\_\_\_\_  
Date of Signature

10/5/16  
Date of Signature

"S"



- 15' off set
- 180'x 100' Fenced Parking area
- fenced on 2 sides

"N"

ADAMS ASPHALT PLANT SERVICES Inc.  
P.O. Box 338  
Johnson Creek, WI 53038  
OFFICE 715-340-4434  
FAX 866-315-9844  
www.AdamsAsphaltPlantServices.com

Jon Adams  
Owner  
jon@AdamsAPS.com  
CELL 715-347-1375

**ADAMS**  
ASPHALT PLANT



## Joan Dykstra

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**From:** Laurie at Adams Asphalt Plant Services <laurie@adamsaps.com>  
**Sent:** Thursday, October 06, 2016 6:36 AM  
**To:** Joan Dykstra  
**Subject:** Parking area on extra lot  
**Attachments:** before-after.jpg

Joan,

This email is a followup to our conversation about the parking area we would like to create on our property at 201 Grell Ln. Tax #141-0715-1821-016.

We are a service company that is mainly on job sites throughout the United States. We are a growing company that will be coming to the plan commission in the upcoming months because we would like to put an addition on our building. As we were discussing this addition, we have decided we will need an additional parking area on our property.

We currently have 4 Peterbilt straight trucks, 1 F350, 2 trailers, and a company vehicle. We also work on big equipment on our property (see picture below) and need a place to put it before the work is done and as it is waiting to be trucked back to customer. We are also looking at adding additional trucks, because our company is growing!

For this reason we need more parking because after the addition our current parking area will not be sufficient. As per my application we would like to put an 100 x 180 gravel parking area on our other lot behind our building This gives us room to turn our trucks around, Especially when there is some equipment parked in the area.

The DNR has been out to the property to do soil samples. When they came out they told us based on what they were seeing on the property we should stay away from developing the north west corner of the property. That is why we would put the parking area on the southern half of the property.

We would like to put a blocking chain link fence up on 3 sides: the north, east and west side, of this parking area, 8ft. high. According to the village codes the fence needs to be 60% opaque. We would like to request it to be totally blocked. The reason is we get in some pretty ugly equipment and we would like to hide it. We like to make our property look good, we would also be planting some shrubs along the corner of this fence. Another reason for the fence is security issues. We have had some issues in the past. We would also allow our employees who are on the road for two weeks at time to park their vehicles inside the fence. If we can not have a blocking fence we would not put the cost in a fence that is not going to serve the purpose we would like and then everything would be exposed.

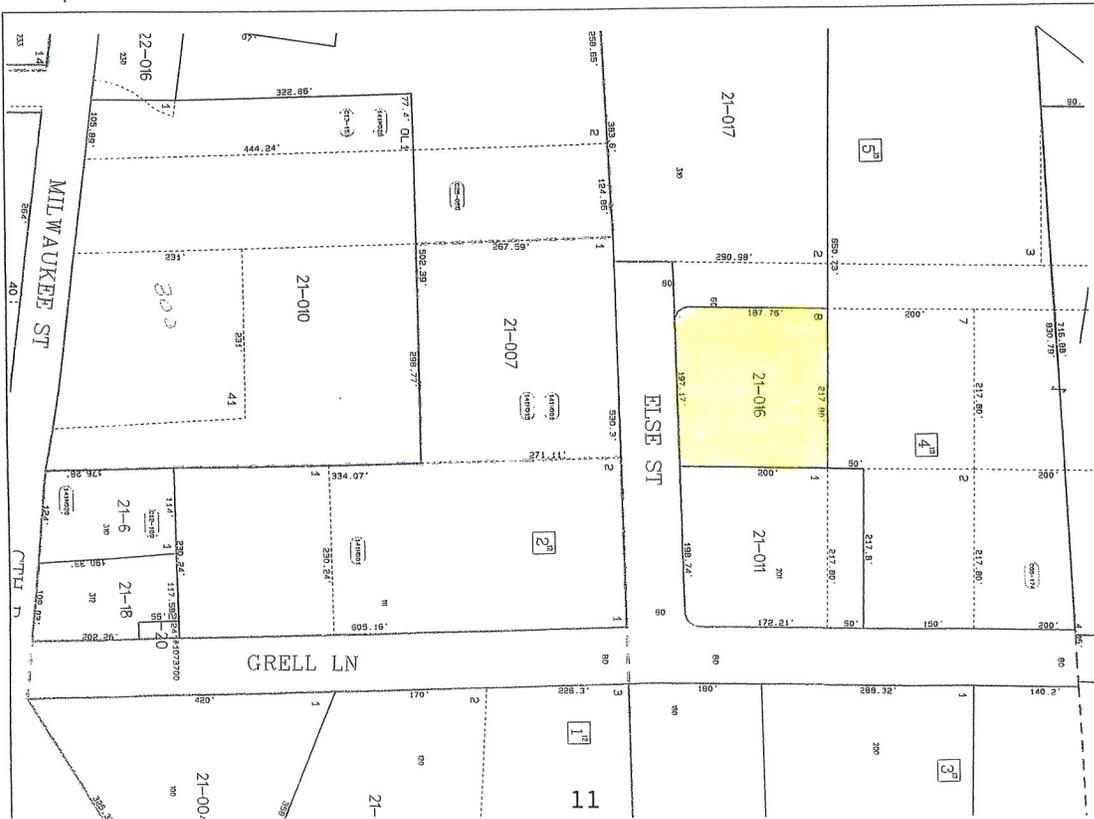
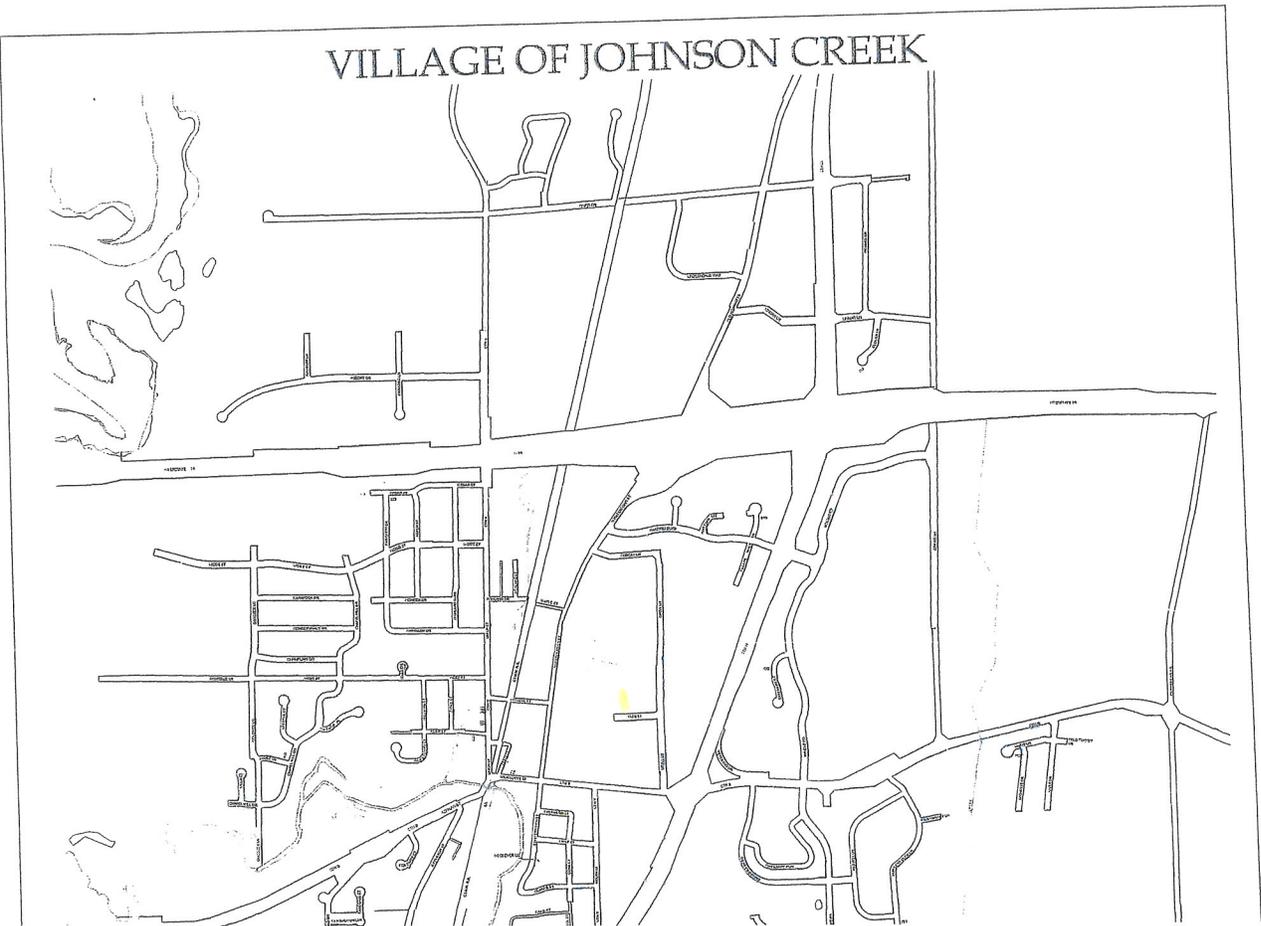
The reason why we are not doing this at the time we are doing our building is because during construction of the building we will need somewhere to go with our stuff. We met with Galitz Grading and they said this parking area would need to be done before it freezes, because to do it in the spring would not be possible. Galitz would also be putting in a culvert not more than 40 ft. to drive over the drainage ditch.

If you have any questions please let me know.

Laurie Adams  
Adams Asphalt Plant Services



# VILLAGE OF JOHNSON CREEK



VILLAGE OF JOHNSON CH  
NE 1/4 NW 1/4 OF 18-7-

## Joan Dykstra

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**From:** Kevin Lord <KLord@msa-ps.com>  
**Sent:** Thursday, October 06, 2016 11:08 AM  
**To:** Joan Dykstra; Mike Slavney  
**Cc:** Kyle Ellefson  
**Subject:** RE: Parking area on extra lot  
**Attachments:** image002.jpg; image003.png; image004.png; image005.jpg; image006.jpg

Hello all

I believe this would require some variances for approval based on the code. Here are my comments:

1. They mention the fence and as they state in the code Section 250-103 it is suppose to be 60% opaque. To be honest based on what they are trying to screen, I am fine with the total blocking but believe this would be a variance to the code. Also they mention the fence on the north, east and west sides which does not screen the street side (being the south). I am not sure if that is a typo in their request. If they are screening the south side per the code Section 250-103 C(3)(c), the fence is suppose to be outside of the required front yard or street yard setback which in the Industrial zoning would be 40-50 feet. I believe they have it shown as 15' from the property line currently. This may have to be a variance as well if they cannot slide this north and they are planning to screen the south side.
2. There is no detail on the surface of the parking lot but based on the code Section 250-87 F(1) the parking should be paved and striped. I believe the existing parking is gravel and the code mentions existing residential gravel drives being paved 6 months following a change in ownership. There is not mention of an industrial property so the existing facility may be grandfathered in.
3. There is no mention of lighting and per the code Section 250-87 F(3), the parking lot should be lit.
4. The culvert size should be noted to accommodate the existing flows.

Comments 1-3 would all have to be variances I believe.

My only other concerns on this lot were the fact that a previous construction planned showed wetlands in the area more to the westerly side of the lot however if the DNR has been to the site and approved the overall plan I am fine with that.

Thanks



**Kevin Lord, PE, PLS** | Team Leader

MSA Professional Services, Inc.

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**From:** Joan Dykstra [mailto:joand@johnsoncreekwi.org]

**Sent:** Thursday, October 06, 2016 9:16 AM

**To:** Kevin Lord; Mike Slavney

**Cc:** Kyle Ellefson

**Subject:** FW: Parking area on extra lot

Please find attached and following the request for site plan review for grading for a parking lot on Adams Asphalt extra lot.

This will go before Plan Commission on Monday evening.

## MEMORANDUM

To: Village of Johnson Creek  
From: Michael Slavney, FAICP, Village Planner  
CC: Kevin Lord, MSA, Village Engineer  
Date: July 18, 2016  
Re: Review Memo Regarding Adam's Asphalt Parking Lot and Other Site Changes

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Adam's Asphalt is proposing a new company vehicle parking lot to serve the current facility at 201 Grell Lane. Several other minor site changes are also proposed. These will require Site Plan review by the Plan Commission. Specifically, the following changes are proposed:

1. **Need for a Lot Combination.** The Zoning Ordinance does not allow for an Off-Site Parking Lot in the General Industrial (GI) zoning district (Section 250-23H). To provide the parking area as proposed, the property owners will need to combine the two adjacent lots using either a Lot Combination or a Certified Survey Map.
2. **Additional Parking Area must be Paved.** The proposed parking lot meets all setback and design requirements of the Zoning Ordinance. However, Section 250-87F(1) requires all *new* areas used for parking or traffic circulation to be paved with asphalt, concrete, or pavers, and striped per Section 250-87F(10) prior to building occupancy. The Village has allowed new parking areas serving *existing* buildings to delay such paving and striping for up to one year (365 days) following Site Plan approval. During the one year interim period, gravel or stone is permitted. Parking lots may not be used for the storage of inoperable or unlicensed vehicles.
3. **Fencing for the Parking Area.** The proposed parking area is not required to be fenced or screened. However, fencing is allowed at the property owner's choice. The General Industrial zoning district allows 8 foot tall chain link fences (with slats up to 8 feet in height), except within the required street setback area. In the GI district this setback is 40 feet from any street right-of-way.

Within this 40 foot street setback area, the maximum height of the fence is 8 feet -- if the fence is considered a "Security Fence". Otherwise, it is limited to 3 feet. For long-term employee parking or company vehicle parking in the GI zoning district, I am comfortable with the Plan Commission considering this to be a Security Fence -- based on the nature of the business operation as described in the application cover email dated October 6, 2016.

Fences within the required street setback must be no more than 60% opaque. To comply with this requirement I see several options:

- Use 5 foot tall slats within said 8 foot chain link; or
  - Use a picket fence format where the pickets are wider than the open gaps; or
  - Use evergreen landscaping (such as arbor vitae) to provide the screening; or
  - Secure a variance granted by the Village's Zoning Board of Appeals per Section 250-129 of the Zoning Ordinance. Note that the Plan Commission and Village Board have no role in this process;
  - Approve a solid fence in the required front yard as part of a Planned Development approval per Section 250-133.
4. **Lighting for the Parking Area.** New exterior light fixtures with a bulb brighter than a 100 watt incandescent or equivalent, requires Lighting Plan approval. Note that this can be done by Village Staff administratively, with permission of the Plan Commission.

