Plan Commission September Meeting

Meeting Minutes

September 9, 2026, 7:00 PM
400 West Main Street, Brooklyn, WI 53521, US

1. Call To Order and Acknowledgement of Open Meeting Notice

Chair Phillip Molina called the regular September meeting of the Town of Brooklyn Plan Commission to order at 7:00 PM. The open meeting notice, posted September 4, 2026, was acknowledged as compliant.

Present: Phillip Molina (Chair), Eric Grace (Member), Don Batker (Member), Carolyn Peckham (Member)
Absent: All remaining members

2. Approve Minutes from the August 17, 2026 Regular Meeting

The August meeting minutes were reviewed and approved without amendment.

> Motion to approve the minutes from the August 17, 2026 regular meeting was made by Commission Member Batker and seconded by Commission Member Grace. The motion carried unanimously.

3. Austin Hill, Land Division of parcel 187.5

Surveyor Ryan Combs presented on behalf of the Austin Hill land division request. It was confirmed that no division is required, as the parcel being split off (Lot 2) will be sold to adjoining landowner Jim McNeely (Rolling Green Dairy), effectively absorbing it into his contiguous holdings.

The Commission directed that the final CSM include a notation that Lot 2 is not a buildable lot unless a division is assigned to it. The preliminary parcel division inquiry form was completed on-site. The matter will return next month with the final CSM for approval.

The discussion also covered how The Town of Brooklyn's division system works, noting that divisions are calculated based on a snapshot of landowner acreage taken in 1993, with one division permitted per 35 contiguous acres. The Commission noted a future agenda item to explore whether divisions should become a tradeable asset, similar to Transfer of Development Rights (TDR) programs in Dane County. Surveyor Combs recommended consulting Majid Allen at the Dane County Zoning Office as a resource.

4. Finke – Updates To CUP/Rezone Request

The Commission confirmed that the Finke rezone request remains tabled. The Town's official position — that the two county tax parcels constitute one five-acre parcel and cannot be selectively rezoned — was communicated to the applicants via letter, with the County Zoning Office copied. No response has been received from the applicants or the County. The item will be returned to the agenda if new developments arise.

5. Review Candidates for Vacancy

The Commission reviewed the current pool of candidates for the open seat. Jim McNeely submitted a written expression of interest but indicated he is unwilling to assume secretarial responsibilities. Marco has also expressed interest in the voting seat but similarly does not wish to serve as secretary. Kevin May, who had previously expressed interest, withdrew due to coaching and family commitments.

Commission Member Grace noted that his wife, Nicole Grace (Lieutenant, Green County Sheriff's Department), expressed willingness to assist but is restricted from voting or receiving compensation in her official capacity,

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making her unsuitable for the commission seat. The possibility of Nicole Grace serving in an administrative/secretarial role was discussed favorably, contingent on board approval of a digital minutes solution.

The Commission agreed to allow another month for additional outreach before making a formal appointment recommendation.

6. Review Updates to Divisions Tracking Spreadsheet

Chair Molina reported that the total parcel count remained unchanged at 776. Fifteen modifications were recorded, primarily attributable to Jim McNeely consolidating family and Rolling Green Dairy parcels under a unified ownership name. Two additional changes were made reflecting trust transfers (Reynolds-Gallagher and Frank & Stephanie trusts). A minor name update for the Olson parcel was also noted. All changes were reviewed and determined to require no substantive action. The spreadsheet will be updated to reflect current records.

7. Public Input Welcome

No members of the public were present.

8. Informational Items - No Formal Action Will Be Taken on These Items at This Meeting

Town Map: A newly printed large-format soil map was presented. The Commission discussed mounting options and appropriate placement within the meeting room.

Soil Map Cross-Reference: Commission Member Batker reported progress on cross-referencing USDA Web Soil Survey codes to soil groupings for Green County. A working method was demonstrated during the meeting. Remaining unidentified soil types will be resolved through the county.

Projector Installation: The Commission confirmed purchase of a ceiling-mounted projector for the meeting room, with an AV company engaged for professional installation. A formal quote and board approval are pending.

Muir Parcel Inquiry (Parcel 121.122): A property owner on State Highway 92 contacted the Commission requesting that his approximately 10.85-acre parcel be split back into its original two lots (approximately 5.61 and 5.24 acres), as it was reportedly combined around 2018–2019. The Commission noted this parcel has no available divisions. Research into prior meeting records and the history of the combination will be conducted before the matter is placed on next month's agenda.

Abbey Farm – Nonmetallic Mining (Quarry) CUP Application: The Commission was notified that Mandt has submitted a conditional use permit application for a proposed nonmetallic mining (quarry) operation off County Highway C. The applicant will be invited to present at next month's meeting, with a public hearing anticipated to follow the month after.

Town of Dunn Reference: Commission Member Peckham noted a recent Wisconsin State Journal article highlighting the Town of Dunn's satisfaction with its long-standing land use ordinance, which was seen as relevant context for future discussions on updating the Town's own land use and division policies.

9. Adjournment

Motion to adjourn was made by Commission Member Batker and seconded. The motion carried unanimously.

CMS 10/15/2026