

**NOTICE TO RESIDENTS  
MEETING MINUTES FOR THE  
TOWN OF CRESCENT PLANNING COMMITTEE  
WEDNESDAY APRIL 1<sup>st</sup>, 2026**

**Meeting Called to Order:** 7:00 pm

**Roll Call:** Members present were Mike Pazdernik, Chair, Connie Anderson, Lonnie Harrelson.

**Also Attending:** Ryan Peterson (Antero Group); Carla Fletcher (Property Owner); Jeff Brock (JTB Land Survey Services LLC)

**Approval of Agenda:** Motion by Trustee Harrelson to approve the agenda, seconded by Trustee Anderson. Motion carried unanimously.

**Approval of the Minutes:** There were no minutes presented for approval.

**Public Comment:** none

**Discussion/Decision:** Preliminary Five (5) Lot Certified Survey Map – Carla Fletcher Property. **Submitted by:** JTB Land Survey Services LLC, Jeff Brock, Surveyor.

**Property Description:** Lot 3, CSM 3518, and part of the NW–SE, Section 4, T36N, R8E **PINs:** CR 61–1 & CR–5 **Addresses:** 3502 & 3520 North Rifle Road, Town of Crescent

**Summary of Presentation:**

Jeff Brock presented on behalf of purchaser Jeff (buyer) and property owner Carla Fletcher. Jeff (buyer) is purchasing Lot 3 (3520 North Rifle Road) from Carla Fletcher; title transfer has not yet been completed. The proposal involves the following:

The 3–acre parcel at 3520 North Rifle Road would be divided into two lots of approximately 1.5 acres each.

The adjacent property at 3502 North Rifle Road (5 acres, with frontage on North Rifle Road) would be preserved and two new 1.5–acre lots would be added to it.

An easement would be added to 3502 North Rifle Road to connect the new lots. The lots will be sold as–is; utilities will not be provided by the developer but are in close proximity to the parcels. Ms. Fletcher indicated she had planned for this eventuality.

**Commission Discussion:**

Chair Pazdernik asked whether the connecting access would constitute a private road. Mr. Brock confirmed the access would be handled via the proposed easement, with new driveways for each lot.

Harrelson asked whether the proposal was simply dividing 3520 in half and confirmed that the lot behind it would remain as Ms. Fletcher's property.

Chair Pazdernik noted that the Town's updated minimum lot size ordinance now permits this type of subdivision.

Harrelson also noted there do not appear to be any environmental impacts, that the proposal meets minimum lot size requirements, and that no drainage concerns or traffic impacts are anticipated.

No further questions were raised by the Commission.

**Action Taken:** Motion by Anderson to approve the preliminary five (5) lot Certified Survey Map and forward to the Town Board, seconded by Harrelson. Motion carried unanimously.

**Next Steps:** Item to be placed on the Town Board agenda for the following week's meeting.

**Presentation:** Pro Bono Planning Assistance – Antero Group

Ryan Peterson, Antero Group as presenter. Consider Acceptance of Pro Bono Planning Assistance – Multi-Day Implementation Workshop Based on the 2024 Comprehensive Plan

**Background:**

Ryan Peterson of Antero Group presented a proposal to provide pro bono planning assistance to the Town of Crescent. The offer involves conducting a focused, multi-day workshop to translate key elements of the 2024 Comprehensive Plan into specific projects, implementation plans, and visual materials for immediate use by the Town. All work would be provided at no cost to the Town.

**Workshop Purpose:**

Develop small implementation plans based on the Comprehensive Plan  
Produce maps, visuals, and short planning documents for immediate use  
Identify projects potentially eligible for grants or partnerships

Provide the Plan Commission with a clearer set of actionable next steps

**Potential Mini Plans and Deliverables:**

The workshop would focus on producing one or more of the following tangible planning products:

Town Recreation & Trails Opportunities Map – identifying existing and potential outdoor recreation assets, trail connections, and priority projects.

Crescent Housing Opportunities Map – identifying areas suitable for additional housing types consistent with the Town’s rural character.

Lakefront Development Considerations Guide – a policy-oriented document focused on balancing development pressure with environmental protection of lake resources.

Crescent Community Identity & Branding Concept – identifying key community themes, potential taglines, gateway signage, and wayfinding concepts.

**Proposed Workshop Structure:**

Day 1 (Evening) – Meeting with Plan Commission to review Comprehensive Plan priorities, identify the most useful mini plans, and confirm focus areas.

Day 2 – Research, mapping, and development of concept materials and planning summaries; refinement of implementation steps.

Day 3 – Presentation of maps, mini plans, and concept ideas to the Plan Commission; discussion of priorities and next steps for Town Board consideration.

**Next Meeting Date:** None were set

**Motion to Adjourn:** There being no further business, the meeting was adjourned.