

APPROVED MINUTES OF THE SPRINGDALE PLAN COMMISSION MONTHLY MEETING FOR Nov. 26, 2018.

IN ATTENDANCE: Ellen Bunn, Rich Bernstein, Jim Hanson, Mike Healy, Amy Jester, John Rosenbaum, David Schmidt, Denise Sullivan. (A quorum is present.) Town Chair Mike Fagan, Town Supervisor Richard Schwenn, Town Clerk Susan Duerst Severson and Vicki Anderson, Deputy to the PC.

CALL TO ORDER: by A. Jester at 7 p.m. in the Springdale Town Hall, 2379 Town Hall Road, Mt. Horeb, WI 53572.

NOTICE OF THE MEETING: pursuant to Wisconsin Open Meeting Law was confirmed. The final agenda was posted on 11/21/18 in the three customary locations in the Town of Springdale as required by law, and as a courtesy to the citizens, published in the *Mt. Horeb Mail* on 11/21/18.

MINUTES: MOTION by M. Healy/D. Schmidt/A. Jester to approve the October PC meeting minutes as distributed. Motion carried 7-0.

J. AND L. BARKER/RIDGEVIEW ROAD/SEC. 8: MOTION by A. Jester/D. Sullivan to recommend approval to the TB of the residential accessory building. Discussion: The site inspection was conducted. The Barkers propose a 1620 sq. ft. residential accessory building as a workshop and cold storage. The building is for solely personal use, no business use. It will be wired for electricity, but no HVAC or water will be installed. It was suggested that the existing driveway would provide access to the building. Motion to recommend approval carried 8-0.

ACCESSORY BUILDING PRE-APPLICATION MEETING: Per the Town of Springdale Accessory Building Ordinance adopted on May 21, 2018, the approval process for accessory buildings - which exceed 1500 square feet or the total size of all accessory buildings on a lot or parcel of land exceed 1500 square feet - requires a site visit. "...shall be reviewed and approved, conditionally approved, or denied by the Town Board, after a required site inspection and recommendation of the Town Plan Commission." The proposed accessory building shall be field staked for site inspection. A site visit was scheduled for the following accessory building applications.

PRE-APPLICATION MEETING/SCHEDULE SITE VISIT: SUSAN BENZ/CTH P/SEC. 4: The required site inspection and an onsite PC meeting is scheduled for Dec. 8, 2018, 9 a.m. The Benz family wishes to add a garage to the existing accessory building and then, turn this remodeled structure into the residence. The existing house will become an accessory building. Dane County Zoning has been consulted regarding the necessary setbacks for construction from the county highway and the wetlands and floodplain on the property. In addition, S. Benz reported that Dane County Zoning will require that the septic system serving the existing home to be blocked off when the new residence may be occupied; two residences cannot be located on this parcel. For conformance with the current A-1 zoning on the property, the standards for home occupation, a permitted use, and the prohibition of other business activities in accessory buildings was mentioned. When an accessory building is proposed for a business purpose, the Town reviews such accessory buildings in conjunction with the necessary Conditional Use Permit or Rezoning for the property.

(Note: Since this structure is unusual, the Town of Springdale Accessory Building Ordinance adopted May 1, 2018 was reviewed for applicability. It was determined that the ordinance is applicable since the addition to an existing accessory building is not a residence at this time. 1.04 Definitions states: "Accessory building. Any structure which cannot be occupied as a residence, and includes an addition or an additional story to an existing accessory building..."

JEAN BURGER/CSM CONSISTENT WITH APPROVED CONCEPT PLAN/LEWIS ROAD/SEC. 29: MOTION by A. Jester/M. Healy to approve the CSM based on the draft preliminary CSM (prepared by Surveyor John Halverson) and recommend approval of the CSM in its final form by the TB with no further land divisions of any of the lots. Discussion: It was agreed that the draft preliminary CSM is consistent with the approved concept plan. The 20-acre parcel owned by Steven Burger contains one building site per the landowner's request. The 20-acre parcel owned by Jean Burger contains a 17-acre lot with the existing house and a new 3-acre lot with a building envelope at the edge of the field. The concept plan was altered slightly to include a small slice of land adjacent to the existing driveway in the new 3-acre lot. This is considered an improvement since it provides for a better access to the agricultural field. Motion to approve the improvement to the concept plan and the draft of the preliminary 3-lot CSM carried 8-0.

(Note: Per the Town of Springdale Land Use Plan, a change to an approved concept plan without a change to the building envelopes requires approval by the PC only. A change to building envelopes on an approved concept plan requires approval by the PC and TB.)

CSM LOTS PRE-APPLICATION MEETING/CONCEPT PLAN/SCHEDULE SITE VISIT: Per the Town of Springdale Land Division and Subdivision Code, Sec. 3.24 Concept Plan Review and Site Visit, "Before submitting an application to divide land, the land divider shall review a concept plan with the Plan Commission and receive information regarding general land division requirements...Prior to the concept plan review, the Plan Commission shall schedule with the land divider a time to conduct a site visit of the property. Such site visit shall be conducted by members of the Plan Commission and the land divider..."

ELVER LANDS/REVISED CONCEPT PLAN/TOWN HALL RD./SEC. 17: MOTION by J. Hanson/M. Healy to recommend approval of the revised concept plan to the TB for action at the 12/17/2018 TB meeting. Discussion: As a follow up to the Oct. 22, 2018 PC meeting, Surveyor Ed Short, the representative for two members of the Bilse Le, Cora – Elver Living Trust family returned

to the PC meeting to verify that the family wishes to change the approved concept plan from a 3-lot layout to a 2-lot layout on this land. The aerial view of a proposed, revised concept plan shows Lot 1, 26.5 acres, and Lot 2, 26.5 acre with the building envelopes located on the edge of the woods and the contiguous piece of agricultural land retained in one parcel. The existing agricultural access point on Town Hall Road appears feasible for lot access. Both lots would have 66' of frontage on Town Hall Road. PC member E.Bunn stated that clustered lots for Option 2 are generally preferable but since this revision eliminates one density unit. It is consistent with the Plan. Motion to recommend approval the revised concept plan carried 8-0.

BILL GARFOOT/PROPOSED CONCEPT PLAN-CSMS/SPRINGDALE CENTER RD./SEC. 28: MOTION by J.

Rosenbaum/D.Schmidt to not approve the concept plan as submitted tonight, for the landowners to come back to the PC when they are ready and for the deputy clerk to complete due diligence on CUP #999 and mesh with proposed land divisions.

Discussion: Contiguous acres owned on the effective date of the Plan = 51 acres. The landowner has chosen to pursue an Option 1 concept plan for 3 new residences. The property also contains a Conditional Use Permit #999 for a private airport. In addition, to the North of this land, B.Garfoot owns a 5-acre CSM which contains a spot zoned R3-A area for his duplex with some A-1 zoned land and an airplane hangar.

Draft concept plan discussed: In general, the landowner presented a concept plan for two, five-acre lots close to Springdale Center Road and a description of the third house site to be located to the northwest of his current residence on more than 35 acres. Only one of the proposed five acre lots included 66' ft. of frontage on an existing public way as required by the Town of Springdale Land Use Plan for conformance with Dane County Code of Ordinance. The Town voted to not pursue a policy for the exception/waiver of the 66' of frontage. (Note: The PC May 2018 meeting held on June 4, 2018, acted on this matter.)

Questions to be researched include, but may not be limited to the following: *What are the various ways to provide 66' of frontage to both lots of 35 acres or less? *How would the shared driveway course from the North of the existing duplex to serve all three lots?

How could the lots be reduced in size to reduce the impact on the existing 20+ acre farm field in the CRP? (Pertinent excerpts from the Plan noted below)

*Upon receipt of the copy of the letter from Dane County Zoning Administrator Roger Lane to landowner Bill Garfoot dated Nov. 11, 2018, regarding the impact of the CUP #999 for an airport and the proposed lots, what if anything will change? Excerpts of the letter state: "If the lands contained within the conditional use permit boundary are sold or transferred to a different person other than William Garfoot and Dennis Kartman, the CUP would expire as per condition 12 of CUP #999." The two, five-acre proposed lots would both sell off part of the airstrip with the lots.

Motion to not approve the concept plan at this time carried 6-1-1. (E. Bunn abstained.)

(*Pertinent excerpts from the Plan: Section 3, page 11: Goals and Policies of the Plan: Policy (B): Preserve the agricultural land, open spaces, and other natural resources of a rural town. Policy (C): Protect agricultural uses of the land. Section 5, page 15: Requirements for Density Option 1. Requirement 3: "Lot lines shall be located and lot sizes shall be configured to best satisfy the following: (a) Lot lines shall be located so as to minimize the breakup of contiguous tracts of agricultural lands. Similarly, lots shall be sized to minimize the breakup of contiguous tracts of agricultural lands. To the extent possible, lot lines shall be located to follow previously existing natural or man-made boundaries, such as roads, fencerows, woods, waterways, streams, or similar boundaries. If lot lines must cross agricultural fields because other boundaries are not possible, it is desirable to locate them in such a way so as to maintain the maximum size agricultural fields in one contiguous parcel.")

PLAN COMMISSION PROCEDURES: SITE VISITS:

Next PC meeting Jan. 28, 2019. Submittals for the January monthly meeting should be submitted to the Town Clerk by Monday, Jan. 14, 2019. Site Visit: Dec. 8, 2018, 9 a.m. at the Benz residence noted above.

Accessory Building Site Inspection Process Proposed for Trial Period: With the goal of reducing the amount of time to review simple accessory buildings, the following schedule is proposed for a trial period.

1. Applicant submit the complete application and required supporting documents two weeks prior to the next PC meeting.
2. The deputy clerk to the PC reviews the application materials and distributes them to the PC.
3. Applicant completes the staking of the footprint of the accessory building on the property. Staking should be clearly marked, flagged. The applicant provides their cell phone number in case a PC member wishes to contact them with questions.
4. Within the week prior to the PC meeting, the individual PC and TB members may complete a site inspection of the staked accessory building. At minimum, PC Chair A. Jester shall complete a site inspection.
5. Neighbors are notified of the PC agenda item when a land use matter – accessory building, concept plan-CSM lots, rezoning or CUP in their area of Springdale is on the PC agenda.
6. At the PC meeting, the PC may act on or table for additional information the accessory building application. Upon action by the PC, the accessory building is moved to the next TB meeting.

Save the Date: Two upcoming meetings of an education nature shall be conducted for the PC. On Monday, Jan. 7, 2019, 5:45 – 6:45 p.m. the Town Attorney Chris Hughes will conduct a work session for PC members on legal tips for Plan Commissions and Town Boards. This is a public meeting, but as a work session, no public input is permitted. Immediately after the PC work session, a public information meeting will be conducted by a representative from DATCAP and Dane County Zoning re: Farmland Preservation. This Farmland Preservation meeting will be held from 7 p.m. on. Invitations to this meeting shall be posted on the Town website, in the Mt. Horeb Mail with the Dec. TB meeting notice and through the town-wide email distribution list. Please invite Springdale landowners who might be interested in taking advantage of this voluntary program to provide tax credits for agricultural lands.

ADJOURN: MOTION by unanimous consent, motion carried 8-0. Respectfully submitted, Vicki Anderson, Deputy to the PC