

**TOWN OF VERMONT PLAN COMMISSION MEETING  
Monday, September 23, 2019 – 7:00 P.M.**

**Call to order and posting certification**

The meeting was called to order at 7:00 p.m. by Doug Meier. The meeting was properly noticed: posted at the front door of Town Hall, posted on the town website, emailed to the online subscribers and published in the Mount Horeb Mail and Star News.

Present: Dean Bossenbroek, Doug Meier, Scott Moe, Jim Elleson, Judy Robb, Diane Anderson

Absent: Todd Culliton

**Approval of agenda**

Judy moved and Doug seconded a motion to approve the agenda. Motion carried 6-0.

**Approval of August 26 meeting minutes**

Jim moved and Judy seconded a motion to approve the August minutes. Motion carried 6-0.

**Public Input/General Comments**

There were none at this time.

**Zoning Change – 4012 County Highway JJ - Patricia Roberts – Review of plans to add 4 building lots**

**UPDATE ON PROGRESS**

- Purchase approved on 70 acres-driveway to come in off Forshaug Road – Lot C
- 4 lots coming off JJ
- Hoped to have all staked for commission site visit
- Lot B and A are larger parcels – access to these parcels questionable
- Noa from Williamson Surveying presented plan
- Limited to 4 residences created in 4 years; over 5 is a subdivision, which is not allowed
- Would like to use the service road for the 2 larger lots remaining
- Never made an exception to 4 houses on a driveway
- See Ordinance 7 for lot size and subdivision
- Roberts argued for it not being a subdivision
- Connie Janousek “horrificed” to see 4 households along Highway JJ
- Balancing a legal right against maintaining the rural character
- Clustering does meet 3 out of 4 criteria of our land use plan

- Need to clarify our interpretation of the subdivision rule-looking for guidance on how best to do this
- Could ask the county, but Brian would probably say that it is up to the board

Jim moved that our interpretation is that no more than 4 new residences could be developed within this property and someone can apply for additional residences after 5 years and the GF house would not count in this count. Dean seconded it.

3 nays. 3 yeah. Motion failed.

Doug made a motion that the 75 acre parcels would not be part of the “any one of which is less than thirty-five (35) acres in area” and do not count as creating a subdivision. Diane seconded it.

3 nays, 3 yeah, Motion failed.

Doug moved to table this item pending conversation with Brian standing. Scott seconded. Motion carried 6-0.

#### **New house – 3361 County Road F – Kevin Kuntz – Replace GF house with new construction**

- New home to use the existing building site
- Up to Dane County to check to see if they have to rezone
- Ask what the time period is to remove the old house
- Could use the second PDR and get 1 back when the old house is removed

#### **RR-16 creation and amended FP-1 Co Zoning proposal by DCTA**

- Nothing for us to do now unless it comes back to us
- PC opposes amending FP1
- PC would not use RR16

#### **Short Term Rentals**

- Town of Westport contract presented as an example

Jim moved that the town has no need to monitor short term rentals. Doug seconded. Carried 6-0.

#### **Accessory dwelling units**

- Clarification from Brian follows:
  - Attached if on the same foundation
  - Pool house on the same foundation
  - Accessory dwelling has to be less than 800 sq. ft.
  - Duplex would take a separate PDR
  - Accessory dwelling would take a separate PDR
  - If you can flow freely in the house it is just your house
  - If creates a separate habitable space or if it has a locked door between, it requires a separate PDR

### **Driveway inspection process**

Jim moved and Scott seconded a motion to move driveway inspection process to 11 on the agenda. Motion carried 6-0.

- Dahlk driveway and erosion control was the example that drove this discussion
- Jim investigated, retention ponds were not complete
- Jamie was going to have contractor out first thing
- Need to be a foot deeper and wider
- Jim – Do we let somebody slide because he is a good guy or do we enforce and have an erosion control expert come out and inspect.
- Contractor must prevent erosion control
- Sediment washing out onto the road, call chair and have them take care and call the county
- What do we do when we have a Dahlk case

### **Review driveway ordinance regarding field roads & related procedures**

Jim will look at the driveway ordinance before the next meeting.

### **Review Land Use Plan, Land Use Intent Application form and general website update**

Look at the land use intent form and application before next meeting and each member should send your comments to Judy.

### **Chapter 20 ordinance fee structure**

Tabled until the next meeting.

### **Agenda items for next meeting**

- Driveway inspection process
- Review driveway ordinance regarding field roads & related procedures

- Review Land Use Plan, Land Use Intent application form
- Chapter 20 ordinance fee structure

#### **Next meeting date**

Doug moved and Judy seconded a motion to have the October meeting on October 21, 2019 @ 7:00 p.m. Motion carried 6-0.  
Site visit dates TBD.

#### **Adjournment**

Scott moved and Doug seconded a motion to adjourn. Motion carried 6-0. Meeting adjourned at 9:35 p.m.