

MINUTES  
TOWN OF VERMONT PLAN COMMISSION MEETING  
June 25 and 28, 2012 – 7:30 P.M. 4017 CTY JJ

CALL TO ORDER

The meeting was called to order by Todd Culliton at 7:30 p.m. Johanna Solms certified the meeting notice was posted at State Bank of Cross Plains in Black Earth, Harris Bank in Mt. Horeb, on the front door of the Town Hall and published in the News Sickle Arrow and Mount Horeb Mail and on the town website, [www.townofvermont.com](http://www.townofvermont.com).

Members present: Todd Culliton, Jim Elleson, John Smith, Eric Haugen, Don McKay, Scott Moe, and Johanna Solms.

APPROVAL OF AGENDA

Moved by Don McKay seconded by Jim Elleson and carried 7-0 to approve the agenda as posted.

APPROVAL OF MINUTES

Moved by Eric Haugen seconded by Jim Elleson and carried 7-0 to approve the June 4, 2012, minutes.

SWEARING IN OF NEW PLAN COMMISSION MEMBER(S)

Scott Moe was sworn in.

ELECTION OF PLAN COMMISSION SECRETARY

Don McKay nominated Johanna Solms as Plan Commission secretary, Jim Elleson seconded the nomination, and she was elected 6-0.

CONSIDERATION OF APPLICATION FOR DRIVEWAY CONSTRUCTION PERMIT FOR CARL  
AND KAREN JOHNSON AT 3361 NORTH ROAD

A driveway was tied into North Road where before the shed was accessed by driving on the lawn. This was discussed and there was a consensus that issues could be resolved through a site visit. A site visit was scheduled for June 28<sup>th</sup>. Any permit approvals were held until then.

DISCUSSION OF DRAFT OF NEW DANE COUNTY FARMLAND PRESERVATION PLAN

Jim Elleson presented updates from Renee Lauber on the progress of, and new information regarding, the draft plan. Apparently the county is just trying to do the minimum to comply with the state requirements, not trying to conflict with any land use plans. The plan commission had a draft but not a final version of the letter that went out, and concluded no further action should be taken until there is a response to the final version

## CONTINUATION OF WORK ON ORDINANCE REVISIONS AND PLAN COMMISSION POLICY AND PROCEDURE MANUAL

Jim Elsson gave the driveway committee's report on the Westphal driveway. Boenen constructed the turnout on the existing driveway correctly but they did not do the new portion. It does not meet driveway ordinance specs and Westphal will have to start over, take up the surface and rock and redo. Requiring an engineer plan might have prevented this. There was an erosion control plan; the erosion control permit has now expired so they will have to get it renewed.

The driveway permit forms need to have phone numbers and email address added.

There was a discussion of town road abandonment. The criteria may be expanded to include driveway with one residence but two property owners. A survey of the Lickel property shows that Schaub actually owns the frontage on both sides of the driveway; there is an easement negotiation underway. The next agenda should include further discussion of possible town road candidates for abandonment.

There was a brief discussion of TDR issues. There may also be a need to plan for a wind power structure ordinance.

## SCHEDULE NEXT MEETING AND DISCUSS POSSIBLE AGENDA ITEMS

The next monthly meeting was scheduled for Monday, July 30, 2012. The status of the Farmland Preservation plan will be on the agenda, as will discussion of town roads. Work on ordinances will continue.

## ADJOURNMENT

Moved by Eric Haugen seconded by John Smith and carried 7-0 to adjourn at 10:02 p.m.

## SITE VISIT

Thursday, June 28, 2012, 3361 North Road

## CALL TO ORDER

The meeting was called to order by Todd Culliton at 6:30 p.m.

Johanna Solms certified the meeting notice was posted at State Bank of Cross Plains in Black Earth, Harris Bank in Mt. Horeb, on the front door of the Town Hall and published on the town website, [www.townofvermont.com](http://www.townofvermont.com).

Members present: Todd Culliton, Jim Elleson, Eric Haugen, Don McKay, John Smith, Scott Moe, and Johanna Solms. Mark Sherven was also present.

## CONSIDERATION OF APPLICATION FOR DRIVEWAY CONSTRUCTION PERMIT FOR CARL AND KAREN JOHNSON AT 3361 NORTH ROAD

After discussion on June 25th, a site visit was scheduled for later in the week. At the site visit it was determined that an existing gravel path to a shed and propane tank had been extended to meet the road. The residents and propane driver used to simply drive over the lawn. After a slab was constructed for an outdoor wood burner, the contractor offered to lay down gravel. According to Carl Johnson, 2" of sod was taken up and 2" of gravel laid down. However, the water flow from the culvert just above the gravel area was disrupted as well. After discussion it was concluded that the driveway

must either meet town specs or be disconnected from the town road. Carl agreed to withdraw his request for a driveway construction permit, but pay for the site visit, restore the drainage from the culvert, remove 60 feet of gravel, and resod or reseed 50 feet + the 10 foot ditch/right-of-way, a total of 60 feet, by the end of August 2012.

#### ADJOURNMENT

Moved by John Smith seconded by Scott Moe and carried 8-0 to adjourn at 7:30 p.m.

Johanna Solms  
Plan Commission Secretary