

TOWN OF VERMONT PLAN COMMISSION MEETING  
February 27, 2023 – 6:00 p.m.

**Call to order and posting certification.**

Doug called the meeting to order at 6:02 p.m. The meeting was properly noticed: posted on 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: Doug Meier, Diane Anderson, Nick Balster, Dean Bossenbroek, Jim Elleson, Scott Moe, Tim Pierce

**Approval of agenda**

Doug moved and Jim seconded a motion to approve the agenda. Motion carried 7-0.

**Approval of January meeting minutes**

Jim moved and Scott seconded a motion to approve the January meeting minutes. Motion carried 7-0.

**Public Input/General Comments**

None

**Review of letters sent to new landowners in the township.**

Nick presented his suggestion for a welcome letter, suggested changes were:

- Cheese factories for cheese houses in paragraph #1
- Persist instead of mingle in paragraph #1
- Replace Dane County A-1 Exclusive Agricultural zoning district with, Dane County zoning, and the Town of Vermont Comprehensive plan.
- Add clerk name, email, and phone in paragraph #5

Doug moved and Dean seconded approval of the letter with suggested changes and recommending to the board that this becomes our new welcome letter for the township. Motion carried 7-0.

**Webpage review and update**

- Looks good, would like to see it all filled in for the March meeting.
- Having the same information in dropdown at the top and in info boxes at the bottom creates a potential problem with updating information in 2 spots
- Ensure contacts are linked and dropdowns match.
- Concern expressed about who will keep everything updated.
- Did not like the small button to click in lower boxes, would prefer to have the entire box used.
- Scott – does it have a back button.
- Not mobile friendly

**Driveway ordinance review, entrances, public safety standards, etc.**

- Driveway dimensions 4.06(3), discussed having a turnout lane of 24 feet vs. 20 feet to enable 2 fire trucks to pass.
- Does not apply to existing driveways.
- Consideration possible if someone comes to us with reasonable alternatives..
- Penalties – Tim will follow up with WTA for special assessment of non-landowners.
- Diane will update the document with changes for the next meeting.
- A possible recommendation to the board is possible after the next meeting

**Agenda items for the next meeting.**

Website review  
Driveway Ordinance  
Comprehensive Plan  
Dane County Land & Water Resources Fact Sheet

**Next meeting date**

March 27, 2023, at 6:00 p.m.

**Adjournment.**

Scott moved and Nick seconded a motion to adjourn. Motion carried 7-0. The meeting was adjourned at 7:54 p.m.

Diane Anderson, Plan Commission Secretary