

**DRAFT MINUTES**

**TOWN OF VERMONT PLAN COMMISSION MEETING**

4017 County Hwy JJ, Black Earth, WI 53515

Monday, March 25, 2024 - 6:00 P.M.

**Call to Order and Posting Certification**

Tim called the meeting to order at 6:00 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: Tim Pierce, Diane Anderson, Nick Balster, Dean Bossenbroek, Jim Elleson, Doug Meier, Scott Moe

**Approval of agenda**

Dean moved and Doug seconded a motion to approve the agenda. Carried 7-0.

**Approval of February meeting minutes**

Nick moved and Doug seconded a motion to approve the February meeting minutes. Carried 7-0.

**Public Input/General Comments**

None.

**Chair's report**

- Board approved Nathan McGree's driveway contingent on getting an engineering plan.
- Susan Powers and Dan Frame submitted a plan to divide their property into 2 lots. Diane will contact them to get them on the April agenda.
- Marc & Ann Robertson need to send us a survey.
- Tim will present on ridgetop protection at the annual meeting. We will be looking for feedback and how we should proceed.

**Homesite Driveway and Home Site application, Bryant Fisher, near 9973 Greenwald Road**

- Property was zoned RM-16 so a rezone is not required.
- All slope requirements were met.
- The building envelope and driveway were staked.

Dean moved and Scott seconded a motion to approve the driveway. Motion carried 6-0. Doug abstained.

Dean moved and Jim seconded a motion to approve the building envelope. Motion carried 6-0. Doug abstained.

### **Zoning Change, Mike & Laurel Bowar, 4178 Ryan Road**

- Land was purchased with the intent to divide into 2 lots and resell.
- Plan commission did a site visit to give guidance on land divisions.
- No action was taken.

### **Revised Building Code Ordinance Update**

DSPS did an audit of our building code ordinance and determined that we need to update our ordinance because of changes to the code.

Amend the Town Building Code Ordinance as follows:

- Wisconsin Uniform Dwelling Code applies to all town buildings.
- Town BCO applies to all buildings, not just those built since 1980.
- Woodsheds over 200 sq ft require a building permit.
- Per State code, agricultural buildings are excluded.
- Per State code, hunting cabins without sanitary facilities and/or electrical service are excluded.

Jim moved and Dean seconded a motion to recommend the draft ordinance as amended to the town board. Motion carried 7-0.

### **Driveway and outstanding permits review, Procedural**

- List of driveways was discussed.
- Scott and Doug will inspect finished driveways before the next review in July.

### **Solar Ordinance – Working topic.**

- In Section 2, applicability, we will stay with the size limit rather than what they are using it for.
- Reviewed the position on transfer of ownership or lease. Statement is adequate.
- Tim will do a final check for the next meeting.

### **Comprehensive Plan Review – Working topic.**

- The County is able and willing to help us update our data with the current data. i.e., census data, etc Tim will contact Brian Standing to move ahead with this.
- Reviewed the section on transportation. It does not appear that we have abandoned any town roads recently.
- Tim will check with the clerk about the town's road maintenance guidelines and the town's tree trimming policy.
- Will review Agricultural Resources for the next meeting.

**Agenda items for the next meeting.**

- Frame/Powers rezone.
- Solar Ordinance
- Comprehensive Plan Review
- Robertson survey
- McGree engineering plan

**Next Meeting Date.**

April 22, 2024, at 6:00 p.m.

**Adjournment**

Dean moved and Scott seconded a motion to adjourn. Motion carried 6-0. Meeting adjourned at 8:05 p.m.

Diane Anderson, Planning Commission Secretary