

**DRAFT MINUTES**

**TOWN OF VERMONT PLAN COMMISSION MEETING**

4017 County Hwy JJ, Black Earth, WI 53515

Monday, January 27, 2025 - 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 the 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, Dean Bossenbroek, Jim Elleson, Doug Meier, and Scott Moe

Absent: Nick Balster

**Approval of agenda.**

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

**Approval of November meeting minutes.**

Jim moved and Doug seconded a motion to approve the November meeting minutes. Motion carried 6-0.

**Public Input – Public comments will be limited to 5 minutes per individual.**

Brian Standing, Senior Planner with Dane County Department of Planning and Development, is retiring.

**Mike and Lauren Shawl, 9719 Windy Acres Way, wanting information on what they can do for improvements to the property.**

- Mike and Lauren purchased the property in November.
- Fire number 9719 was probably a DNR request for the easement to keep track of DNR parking lots and access plans in the area.
- They want to improve the field road by adding some gravel, which would be beneficial to establish a good base.
- If they put a culvert in or alter the first 30 feet of the field road, they need to come back to the PC.
- A residential driveway permit expires in 3 years, so it is not beneficial to get one if not planning to build soon.
- There is a 75 ft setback from wetland if putting in a residential driveway.
- MFL- do not put it in if you want to build in that area as there is a penalty to pull it out.
- It is best to rezone a postage stamp for a residential building, around 2 acres, it does not have to be the entire length of the driveway.
- Think about how you want to divide the land in the future for 2 houses.

- They want to put up an accessory building.
  - There is no mechanism to approve an accessory building without a residence on ag land,
  - If the building is less than 120 sq ft, no building permit is required.
  - For a definitive answer on an outhouse, call Maria DeLaruelle at Public Health.
- They would like to replace the hunting cabin and move it out of the area where it is located, contact Hans Hilbert at Dane County Zoning for assistance.

**Proposed [Dane County Zoning Ordinance Amendment #23](#) (OA) regarding the Conditional Use Permit review process.**

- Ordinance amendment to bring CUP process into compliance with state statute.
- If the town denies a CUP application, the county must review it and could approve it.
- This weakens the town's position but also reduces the town's responsibility.
- It is recommended that we beef up our language in the comprehensive plan for CUP use by calling out specifically what activities we see as CUP's.
- We could put all controversial uses in their own zoning category, easier to say no, no excuse required.

Jim moved and Scott seconded a motion to recommend supporting the Ordinance Amendment to the Board. Motion carried 6-0.

**NR-I Zoning Language review**

- Roger Lane sent a note that he added a prompt to accessdane if property is in the Ridgetop Protection zone.
- It does link to our webpage.
- The comprehensive plan link provided by the County is 2009 and outdated.
- Under policies it is missing context.
- The fact sheet does not have anything specific to Vermont.
- Put in a paragraph that defines NR-1 and specifies that the Town of Vermont is using it.
- Tim will Follow up with Roger Lane on our feedback.

**Chapter 7 Land Division Ordinance Revision – working topic**

- Tim presented a spreadsheet with all dead-end roads in the town to identify if there is a single or multiple owners at the end of the road.
- We need to know how many PDRs are represented on the road.
- List who would be responsible for the dedication.
- Put parcel numbers in the ordinance to make it clear who is responsible for the dedication.
- Add a few more tabs to the spreadsheet to make it clear to people who is and who is not responsible for the dedication.

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

- Waiting for the template from the County that is specific to the Town of Vermont.
- See what they did with the template and compare it to the changes we are recommending seeing if we want to use it.

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

- Comprehensive plan
- Land division ordinance
- Appointments to the plan commission

### **Next Meeting Date.**

February 24, 2025, 6:00 p.m.

### **Adjournment**

Scott moved and Jim seconded a motion to adjourn. Motion carried 6-0. The meeting was adjourned at 7:39 p.m.

Diane Anderson, Planning Commission Secretary