

TOWN OF VERMONT PLAN COMMISSION MEETING

4017 County Hwy JJ, Black Earth, WI 53515

Monday, July 27, 2026, 6:00 P.M.

Call to order and posting certification

Jim 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 Times Tribune.

Present: Jim Elleson, Dean Bossenbroek, Mike Euhardy, Polly Kawalek, Doug Meier, and Max Scoll

Approval of agenda

Doug moved and Polly seconded a motion to approve the agenda. Motion carried 5-0.

Approval of June meeting minutes

Polly moved and Doug seconded a motion to approve the June meeting minutes. Motion carried 5-0.

Public input/general comment

Jim read the new policy on public comments at plan commission and board meetings. Copies are available at the town hall or upon request by email.

Mark Haukoos wants to know the criteria to fill the vacancy on the plan commission.

Katie sent out an email seeking a new plan commission member.

Mark Haukoos asked what precipitated the new policy on public comments. Jim explained that it came about because certain people have been disrupting meetings with comments that are not pertinent to the business of the meeting.

Chad and Kelly Fleming, 3901 Moe Road, possible approval of subdivision plat.

- The PC approved a site map in April 2026 which was approved by Roger Lane (Dane County) for 3 new CSMs, who has since retired.
- The State and County subdivision rules supersede the town definition of subdivision according to the June 15, 2026, letter from Hans Hilbert, the interim zoning administrator.
- It will be necessary to approve additional "lots," part of the County platting subdivision, without changing the number of PDRs.
- The PC is being asked to approve the subdivision plat map.
- The PC approved three CSMs in April and that has not changed.
- Subdivisions are not permitted by the TOV land division ordinance.
- Jim used the Roberts property as an example of a division that is not a subdivision by our rules since they cannot add any more houses for 5 years.
- Because Flemings' two existing residences were created more than five years ago, creating three new lots does not constitute a subdivision by our rules.
- Mark Haukoos wanted to provide documentation on Robert's lot across the street and was ruled out of order.
- Doug would like to see the driveway and building envelop as approved updated on the site map for Parcel A.

Polly moved and Doug seconded to approve the three requested defined parcels with their PDRs, and we recognize the Dane County use of terminology as it relates to the remaining parcels as a subdivision which does not meet the definition of subdivision according to the TOV ordinance. Motion carried 5-0.

Jan Cowan, 4616 County Highway JJ, zoning change for lot 3

- Stephanie thought this was part of the previous rezone of lots 3 and 4 to RR-4.
- Lot 3 and 4 were combined into Lot 3.
- The driveway and building envelope remain the same.
- Lot needs to be rezoned to RR-8.
- Land Use Intent Form and site maps need to be updated and have been done.

Polly moved and Doug seconded the motion to approve the zoning of Lot 3 to RR-8. Motion carried 6-0.

Mike and Lauren Shawl, 9719 Windy Acres Way, Zoning change, homesite and driveway application.

- The PC went to the site on Saturday, July 25, 2026.
- Driveway falls within the 75' set back from the creek.
- Engineer plans to ask for a variance from Dane County.
- Driveway was not properly staked.

Polly moved and Doug seconded a motion to defer consideration of the Mike and Lauren Shawl driveway application pending feedback from Dane County regarding the variance. Motion carried 6-0.

Comprehensive Plan Review

The following are discussion points and are not intended to be final changes to the plan:

- Comprehensive plan was too long, but there are statutory requirements that must be met.
- We discussed separating parts that are more analogous to our plan and putting the others in an appendix.
- Bridgit highlighted accessory dwelling units previously called dependency living arrangements.
- Discussion regarding ADUs and duplexes, which would require 2 PDRs.
- ToV does not allow accessory dwelling without a PDR.
- Need to specify between attached and detached ADUs.
- Mark Haukoos commented about transfer of development rights, and was ruled out of order, which was not related to the topic being discussed.
- CUP is required for transient rentals and County enforces it.
- Incidental room rental is a permitted use in most of the categories, and it requires a common entrance.
- Discussion regarding businesses starting in an existing farm building that is no longer in production.
- Doug will find what the main body of the plan should include according to the State statute.

Agenda items for the next meeting

Commercial buildings, do they require a PDR?

Fred Johnson garage and driveway

Brian Martinall rezone

Neu driveway and homesite

Next Meeting Date.

August 24, 2026, at 6:00 pm

Adjournment

Dean moved and Max seconded a motion to adjourn. Motion carried 6-0. Meeting adjourned at 8:11 p.m.

Diane Anderson, Planning Commission Secretary