**SPRINGFIELD PLAN COMMISSION**

**Meeting Minutes - October 1, 2018 @ 7:30 p.m.**

**Springfield Townhall, 6157 CTH P, Dane, WI**

1. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE

Chair Jeff Endres called the meeting to order at 7:30 p.m. Roll call shows Chair Endres, Commissioners Acker, Wagner, Resan, Wolfe, and Beglinger present, as well as Sup. Pulvermacher.

Also present were Town Planner Mark Roffers, Clerk-Treasurer Fayas, Dean Hellenbrand, Brent Hellenbrand, Earl Meinholz, Adam Carrico, Art Meinholz, Dave Laufenberg, Duane Wagner, Dan Dresen, Noa Prieve, and Don Hoffman.

The Pledge of Allegiance was recited.

1. CONFIRMATION OF POSTINGS FOR OPEN MEETING LAWS

The Clerk confirmed that the agenda was posted at town hall and on the Town website and that the meeting is being recorded.

1. PUBLIC COMMENT TIME

Earl Meinholz informed the Commission that his proposed lot has been staked out if they would like to drive by and look at the lot.

**Motion by Sup. Pulvermacher, seconded by Commissioner Wagner to recess the regular meeting and enter a public hearing. Motion carried, 7-0.**

1. COMP PLAN AMENDMENT TO FUTURE LAND USE MAP FOR PARCEL #: 0808-064-8200-4

Chairman Endres provided a synopsis of the relationship between the comp plan and TDR program and explained that during the development of the land use map, planners chose to limit the area slated for development as the TDR program is criteria driven and would direct the areas of growth. Town planner Mark Roffers described the proposed development to the assembly: a 37 acre parcel in the “Agricultural Preservation Area” that the applicant would like amended to “Rural Neighborhood Area” split into 10 residential lots, varying in size from 1.2 to 2.5 acres; 2 3.5 acre commercial lots; and a 1 acre and 10 acre outlot. Amending the comp plan’s future land use map will allow for a 2:1 ratio for transferring development rights. The transfer of development rights would preserve approximately 175 acres of high yield farmland elsewhere in the town, and discourage annexation by way of conservation easement. Topics discussed included road access onto Highway 19 and water quality and overflow concerns for Brandenburg Lake. Engineers explained that the lake’s water quality should improve as there will be less farm runoff with the conversion of the lot to residential. The storm water management basin, which is required to retain 100% of the water on site, will be maintained by the home owners’ association. Proposed residential lots are approximately 20’ above the 100 year flood plain.

1. REZONE & CUP REQUEST FOR PARCELS 0808-202-9710-0 & 0808-292-8181-0.

Applicants have proposed relocating their business from 5300 Ripp Road to 7588 Riles Road, rezoning the Ripp Road lot to SFR and the Riles Road lot to Limited Commercial. They would like a 50’ x 50’ storage yard for materials and have proposed that the eastern 5 acres of the Riles Road lot be restricted to ag &/or storm water retention. Chair Endres stated they would like the storage material seeded &/or mowed and kept in a manicured fashion. The applicants kept the proposed driveway where it currently is, rather than directly across from Ripp Road to stop people from confusing their driveway with the continuation of Ripp Road. Sup. Pulvermacher proposed requiring a route agreement that directs their trucks to use Highway K for business traffic.

**Motion by Sup. Pulvermacher, seconded by Commissioner Beglinger to close the public hearing and reconvene the regular meeting. Motion carried, 7-0.**

1. APPROVAL OF PREVIOUS MINUTES: September 10, 2018 and Amendment to Mar. 12, 2018

**Motion by Sup. Pulvermacher, seconded by Commissioner Wolfe to approve minutes of September 10th and the correction to the March 12th minutes. Motion carried, 7-0.**

1. COMP PLAN AMENDMENT TO FUTURE USE MAP, HWYS. 12 & 19, PARCEL #: 0808-064-8200-4

**Motion by Sup. Pulvermacher, seconded by Commissioner Wolf to approve Plan Commission Resolution 2018-1 to go before the Town Board. Motion carried, 6-0. Commissioner Acker abstained.**

1. REZONES AND CUP: RAINY DAY ENTERPRISES, HELLENBRAND BROS. EXCAVATING. PARCELS 0808-292-8181-0 5300 RIPP RD. & 0808-202-9710-0 7588 RILES RD.

Commissioners noted a majority of the existing Ripp Rd. lot is impervious surface, approximately 95%; the SFR standard is 30% impervious surface area of a lot. Applicants indicated there is a development right remaining on the Riles Road lot that they would like to transfer to their Ripp Rd. lot.

**Motion by Sup. Pulvermacher, seconded by Commissioner Acker to approve the rezoning of 5300 Ripp Road from LC-1 to SFR with following four conditions: before a building permit for residential use is granted, owner shall remove impervious surfaces so that no more than 30% of the lot is impervious, including gravel surfaces and new footprint; shed shall only be used for permitted use in SFR district; total area of all accessory structures shall not exceed footprint of the final residence on lot; and applicant shall supply verification that rezoning complies with town density policy. Motion carried, 7-0.**

Commissioners and applicants discussed the splits on the property. The applicant indicated their father purchased 80 acres and rezoned 10 acres to A-2 for a residential lot; he then sold the remaining 70 acres, but retained the remaining split. The Commission discussed how to best preserve the eastern five acres of the lot for agricultural &/or storm water management use, and directed staff to determine if “pocket zoning” was an option under Town zoning or if a deed restriction on the eastern portion of the lot was needed.

**Motion by Commissioner Resan, seconded by Commissioner Beglinger to approve rezoning the western five acres of parcel 0808-202-9710-0, 7588 Riles Road from A-2 to Commercial and the eastern five acres to Exclusive Agriculture via a CSM splitting the areas if required by ordinance, subject to four conditions: rezoning shall not take effect until and unless a building permit is issued for an excavating business within one year from rezoning approval; the rezoning and associated use shall utilize the final split associated with the parent parcel and is being approved only as a replacement for the current business at 5300 Ripp Road, which is being rezoned and converted away from commercial use; before Town Board action on the rezone, another notice shall be sent to land owners within ¼ mile; prior to any further construction on the parcel, applicant shall submit a site plan for Plan Commission approval addressing comments in the September 19th memo from MSA.**

The Sept. 19th MSA memo states the applicant, “should provide Submittal Requirements as required by Town…This includes a written descriptive statement. Applicant should provide Site Assessment Checklist. Applicant should provide landscaping plan, exterior lighting plan and signage plan for review. Applicant to also provide plan for outdoor storage and screening. The applicant shall provide an erosion control and stormwater management plan for review. Revise provided site plan to include driveway dimensions and parking dimensions. Once obtained, the applicant shall provide copies of permit approvals from Dane County and Wisconsin DNR; and a recorded Long Term Maintenance Agreement. After a discussion with the applicant it has been determined that the applicant will provide further information regarding the proposed site plan on PARCEL A after the two parcel rezones are approved (including information regarding site stormwater and erosion control).”

Commissioners questioned the applicant about the proposed storage yard size and suggested requesting approval for a larger storage yard even if they don’t have need of a yard that size at the moment. Commissioners reiterated the requirement to keep the dirt in the storage yard planted/trimmed/manicured, and would like the CUP to be reviewed in 10 years.

**Motion by Commissioner Wagner, seconded by Commissioner Beglinger to recommend passage of the C.U.P. for Rainy Day LLC, Hellenbrand Brothers Excavating on Riles Road with the following conditions:**

1. **Outdoor storage yard shall meet the vegetative screening requirements of s. 1.0642 of the zoning ordinance.**
2. **Outdoor storage of items other than what is used for the business is prohibited.**
3. **The storage yard and rest of the property shall be maintained in a clean, orderly, and reasonably weed free manner.**
4. **This CUP shall expire in ten years and the Town Board can extend it an additional ten years.**
5. **No more than 2,000 yards of material in 5,000 ft2 surface area.**

**Motion carried, 7-0.**

1. DISCUSSION ONLY:
	1. MALY CONCEPT PLAN

Planner Mark Roffers described the Malys’ concept plan, noting that the TDR program would be used to develop two new home sites on the property. The sending area allows for a 2:1 transfer ratio and would seem to be an appropriate use of the TDR program. The Malys’ original proposal was modified by Mr. Roffers to relocate and expand the size of the lots, and to turn the existing driveway into a shared driveway rather than create a separate driveway for the two new lots. The Commissioners looked more favorably on the enlarged lots proposed by Mr. Roffers that were located closer to Kopp Road and shared the existing driveway.

* 1. CSM TO SEPARATE FARM BUILDINGS. SUKOWATEY, 6446 HWY 19., PARCEL #: 0808-121-8501-0

The applicant would like to separate five acres and sell the back 20 acres of the lot to the adjoining land owner, whose adjoining property would provide road access to the area. The applicant also proposed amending the future land use map to redesignate the property as Rural Neighborhood Area and keep 66’ of road frontage on Highway 19 for access.

1. OLD BUSINESS
2. MODEL DEVELOPMENT AGREEMENTS

This item was tabled due to time constraints.

1. HELT FARMS – SHARED DRIVEWAY EASEMENT RECORDED AND RECEIVED.

No additional information was required to finalize his CSM.

1. DON HOFFMAN – AWAITING RECORDED CSM
2. COMMUNICATIONS/ANNOUNCEMENTS
3. C.U.P.S –EDUCATIONAL FORUM AND GUIDANCE MEMO
4. ADJOURN

**Motion by Commissioner Resan seconded by Commissioner Wolfe to adjourn the meeting at 10:30 p.m. Motion carried, 7-0.**