**SPRINGFIELD PLAN COMMISSION**

**Meeting Minutes - May 7, 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 Commissioners Acker, Wagner, and Resan present, as well as Sup. Pulvermacher.

Also present were Clerk-Treasurer Fayas, Zoning Administrator representative Kory Anderson, Celsey Roth, Daniel Roth, Mike Thole, Brad Williamson, Jason Helt, Tommy Helt, Pat Buechner, Ron Wolfe, Jim Wills, and Judy and Dale Maly.

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 –

Jason Helt sought direction from the Commission for splitting off a farm house from the farm land. An owner/partner of the entity that currently owns and operates the farm would like to purchase the home as sole owner while his company continues to farm the adjacent farmland. Chair Endres understands the desire for ownership of a farm house without the farm acreage, but in looking ahead, as ownership and relationships change, there is a legitimate concern of having hostile farm house owners living in the middle of an active farming operation that they have no ties to. Chair Endres suggested a sales contract that contains a provision for future purchase by the farming operation and pointed out the need for a joint driveway agreement as no new access to the road was likely. Chair Endres also encouraged them to consider the well siting and what building(s) may have to be included with the farm house for compliance with minimum lot size requirements.

Resident Pat Buechner addressed the Plan Commission with concerns about the Plan Commission’s approval of creation of a residential lot on Riles Road and the lack of notice to neighboring property owners. Mr. Buechner was concerned about water flow and flooding of the new lot, and believes the homes built in the area across the street in 2010 or so, should have required a retention pond; Chair Endres and Sup. Pulvermacher advised that the County retains oversight of all storm water issues and that shore land and erosion permits are required before any building can commence. Chair Endres directed Town staff to verify that the four homes on Riles Road were issued permits in compliance with County zoning requirements, including shore land, erosion, and storm water, permitting requirements. Mr. Buechner stated his objection to proposals promoting future residential growth in the area. Clerk-Treasurer Fayas apologized to Mr. Buechner and explained that as a neighboring property owner he should have received notice from the Town as is the Town’s usual practice, but during the transition from Legacy Zoning to Town Zoning this step appears to have been overlooked. With apologies to the Commission and to Mr. Buechner for missing the neighbor notification, Clerk-Treasurer Fayas explained the public hearing for the request was posted in compliance with statutes.

1. APPROVAL OF PREVIOUS MINUTES: April 9, 2018

**Motion by Sup. Pulvermacher, seconded by Commissioner Acker to approve the minutes. Motion carried, 5-0.**

1. CSM & REZONE FOR HOME SITE:
   1. CHRIS ROTH DBA CR FARMS, PARCEL #0808-264-8500-9. SEPARATE AND REZONE A 5.34 ACRE LOT FROM A-1 LEGACY ZONING TO AG TOWN ZONING

The density study for this farm is awaiting completion. The Roths obtained a driveway permit from the County. The application was reviewed by the Town engineer and zoning administrator with no issues.

**Motion by Sup. Pulvermacher, seconded by Commissioner Resan to grant the request of Chris Roth to separate a 5.34 acre lot with right of way from A-1 Exclusive to AG. Motion carried, 5-0.**

**Motion by Sup. Pulvermacher, seconded by Commissioner Resan to rescind the previous motion. Motion carried, 5-0.**

**Motion by Sup. Pulvermacher, seconded by Commissioner Resan to grant the request of Chris Roth to separate a 5.34 acre lot with right of way from A-1 Exclusive to AG once a density study has been performed showing there is an available split allowed on the farm. Motion carried, 5-0.**

1. PLAN COMMISSION APPLICANTS: STEPHEN BEGLINGER & RON WOLFE

**Motion by Sup. Pulvermacher, seconded by Commissioner Wagner to change the agenda and move Item 6 below Item 7. Motion carried, 5-0.**

1. DESIGN REVIEW APPLICATIONS
   1. DARLIN DRIVE LLC, HOTTMAN CONSTRUCTION, 6156 DARLIN DR.

MSA commented that the application was missing a written description of the intended use, parking space calculations and dimensions were not provided, a revised plan noting structure setbacks is needed, a site lighting plan was not provided and is needed, a stormwater management plan needs to be submitted as does a stormwater long term maintenance agreement and site plans need to be submitted to fire and EMS for review of maneuverability.

**Motion by Sup. Pulvermacher, seconded by Commissioner Resan to conditionally approve the Darlin Drive LLC project for Hottman Construction, noting the comments from MSA’s Terri Meyerhofer from May 7, 2018 noting that the applicant has to address all of MSA’s concerns before approval. Motion carried, 5-0.**

* 1. SCHNEIDER ROAD LLC, 6840 SCHNEIDER RD. LOT 2

**Motion by Commissioner Wagner, seconded by Sup. Pulvermacher to approve the Schneider Road concept design for James Wills Schneider Road Business Park, Lot #2. Motion carried, 5-0.**

6. PLAN COMMISSION APPLICANTS: STEPHEN BEGLINGER & RON WOLFE

The Commission spoke with Mr. Ron Wolfe about his previous life and work experience and made themselves available for questions. Chair Endres provided introductory Plan Commission advice and encouragement, emphasizing the desire for diversity on the Commission.

**Motion by Commissioner Wagner, supported by Commissioner Acker to recommend Ron Wolfe for appointment to the Plan Commission. Motion carried, 5-0.**

1. CORRESPONDENCE – DAN BORSKI 7312 CLOVER HILL LOT DIVISION

Clerk-Treasurer notified the Commission that the expected correspondence never arrived. Commission members believe they intended for the most recent division of a large subdivision lot to be the last, although neither the TDR program nor the comp plan was changed to reflect that intent.

**Motion by Sup. Pulvermacher, seconded by Commissioner Acker to take a ten minute recess. Motion carried, 5-0.**

1. TDR PROGRAM UPDATE, DISCUSSION AND REVISIONS
   1. SUPER SENDING/RECEIVING CRITERIA & ALTERNATIVE EVIDENCE (HENSEN/ACKER-MALY PROPOSAL)

TDR Administrator Mark Roffers led the Plan Commission through the revisions he made to the TDR Rules and Procedures document based on their input and discussion from the April 9th Plan Commission meeting. Definitions and point criteria were revised and considered during the discussion, including soil rating methods; groundwater maps; amending the definition of the sending area which currently refers to the specific 40 acre parcel the development right is coming from rather than the whole, contiguous 1979 parcels, with regards to things such as soil quality, distance from large livestock operations, etc.; and the Type II Receiving Area has been revised to a sub-40 acre lot rather than a sub-35 acre lot.

**Motion by Sup. Pulvermacher, seconded by Commissioner Acker to have Mr. Roffers supply a “clean” version and a tracked changes version for a vote at the next meeting. Motion carried, 5-0.**

1. COMMUNICATIONS/ANNOUNCEMENTS

Due to scheduling conflicts and lack of quorum, Commissioner Acker suggested rescheduling the July Plan Commission meeting to the following week.

**Motion by Commissioner Wagner, seconded by Commissioner Resan to reschedule the July 2nd meeting to July 9th. Motion carried, 5-0.**

1. ADJOURN

**Motion by Commissioner Resan seconded by Commissioner Acker to adjourn the meeting at 9:57 p.m. Motion carried, 5-0.**