

**SPRINGFIELD PLAN COMMISSION**  
**Meeting Minutes – Nov. 4, 2019 @ 7:30 p.m.**  
**Springfield Townhall, 6157 CTH P, Dane, WI**

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

The meeting was called to order at 7:30 p.m. Roll call shows Chair Endres and Commissioners Bill Acker, Ron Wolfe, and Matt Wright present, as well as Town Board Chairman Jim Pulvermacher. Commissioner Steve Beglinger and Wagner are absent.

Also present was Clerk-Treasurer Fayas, Rich and Jeannie Wipperfurth, Russ Meier, Mike Kariotis, Ashley Golackson and Paul Ripp. Town Planner Mark Roffers arrived at 8:15 p.m.

The Pledge of Allegiance was recited.

2. 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.

3. PUBLIC COMMENT TIME – None.

4. APPROVAL OF PREVIOUS MINUTES: Oct. 7 and 10, 2019

**Motion by Commissioner Wright, seconded by Commissioner Acker, to approve the minutes of October 7<sup>th</sup> and October 10<sup>th</sup>. Motion carried, 4-0; Mr. Pulvermacher abstained.**

5. DESIGN REVIEW ORDINANCE REVIEW AND UPDATE

**Motion by Mr. Pulvermacher, seconded by Commissioner Wright to table Item 5 and pick it up later. Motion carried, 5-0.**

6. DOWN ZONING IMPACT ON DEVELOPMENT RIGHTS' REQUIREMENTS: 7775 MARTINSVILLE ROAD

Mr. Pulvermacher stepped off the Commission for the discussion. This item was discussed in tandem with Agenda Item 7a. Commissioners heard discussion and objections specific to 7775 Martinsville Road as noted in the minutes below under 7a., as well as overall policy as summarized below.

Commissioners discussed whether the conditions present in this project warranted deviation from the existing rules governing development rights, which indicate a development right is necessary for a conversion to residential. Additional discussion focused on whether any such deviation should apply solely to this particular instance, or to a more general set of parameters, which may impact a limited number of parcels in the future, such as defining the deviation as an amendment that would apply to all future redevelopments from Commercial to Residential. After discussing how to administratively incorporate any adopted deviation/amendment, Mr. Pulvermacher suggested a joint meeting with the town board to discuss the issue before making a recommendation to the Board for action; Mr. Pulvermacher will discuss with the Board and have staff follow up with Commissioners.

**Motion by Commissioner Wolfe, seconded by Commissioner Acker to table until the next meeting. Motion carried, 4-0.**

7. OLD BUSINESS

a. RUSS MEIER, 7775 MARTINSVILLE RD., REZONE FROM C-2 TO SFR/MFR

Mr. Pulvermacher stepped off the Commission for the discussion. This item was discussed in tandem with Item 6. Commissioners heard discussion and objections specific to 7775 Martinsville Road as noted herein, as well as overall policy as summarized in the minutes of Item 6 above.

A neighboring property owner addressed the Commission with concerns about the project with regard to existing easements and agreements, such as parking lot easements, shared well agreements, etc. between the applicant and

adjoining C-2 zoned land owners. Commissioners stated any rezone would require any existing agreements between parties be updated and addressed accordingly, and would include specifications from the Town regarding exterior modifications.

Mr. Pulvermacher stepped back on the Commission.

b. CUP & REZONE: JAR EXPRESS, INC., 6434 STATE HWY. 19, PARCEL NO. 0808-121-8790-0

Last month's site visit led to some questions concerning parking, stormwater management, lighting, building code compliance, etc.; some answers have been received, some are still outstanding. Staff was directed to research compliance with holding tank requirements for floor drainage of commercial properties.

With regard to the six business condos in buildings 3 and 4 located on the upper level of the property, commissioners reviewed the Zoning Ordinance's Table of Zoning Uses to identify which permitted and conditional use uses in the Commercial District (COM) would not be utilized and should therefore be restricted. Items to be restricted were: Airports...; Animal grooming, veterinary clinic; Animal sanctuary; Aquaculture facility; Art gallery; Auction facility, flea market facilities; Building material sales, outdoor storage; Campground; Camping; Cemetery; Child care center; Commercial poultry; Eating establishment; Schools; Health care clinics; Hospitals; Hotel; Kennel; Lab or research facilities; Lodging house; Manufacturing and production of hazardous materials; Nonmetallic mining site; Office buildings more than two stories...; Place of worship; Planned Unit Development; Ponds; Recreation facility; Recycling center; Renewable energy structure; Resort; Retail and service establishment outdoor; Sport shooting range; Storage yard; and Water extraction and removal.

The CUP application for outdoor storage of low profile equipment in the lower lot of the property was discussed. The Town received correspondence from a local developer that indicated an interest in providing outdoor storage at his commercial properties in the Town. Commissioners would like to know what type of restrictions can and should be put in place, and when a CUP can be denied. Staff was directed to add this to the joint meeting agenda.

The applicant advised he would not be able to attend another Plan Committee meeting until Spring 2020; he will contact the Town to pursue his application again at that time.

**Motion by Mr. Pulvermacher, seconded by Commissioner Wright to table. Motion carried, 5-0.**

c. HELLENBRAND BROS. EXCAVATING: DISCUSS ROAD AGREEMENT

At 10:10 p.m. Mr. Pulvermacher left the meeting.

d. MODEL DEVELOPMENT AGREEMENTS

This item was discussed in tandem with agenda item 10e. Land Division Ordinance Amendment. Town Planner Mark Roffers reported he received modest comments from MSA and no revisions from the town attorney on the proposed model development agreement and resultant update to the Town's land division ordinance.

e. LAND DIVISION ORDINANCE AMENDMENT

This item was discussed in tandem with agenda item 10d. Model Development Agreements above.

**Motion by Commissioner Wolfe, seconded by Commissioner Wright to approve the engineer's comments on the model development agreement and recommend approval of the land division ordinance with the changes. Motion carried, 3-0. Commissioner Acker abstained.**

f. TDR SENDING AREA REQUIREMENTS--3RD PARTY HOLDER, UNLOCK TRIGGERS IN CONSERVATION EASEMENTS

The transaction that started this discussion is no longer being pursued.

8. COMMUNICATIONS/ANNOUNCEMENTS

a. MEMO FROM TOWN BOARD RE: SUNSET CLAUSES IN CUPs

9. ADJOURN

**Motion by Commissioner Wolfe, seconded by Commissioner Wright to adjourn. Motion carried, 4-0.**

Meeting adjourned at 10:20 p.m.