

SPRINGFIELD PLAN COMMISSION
Meeting Minutes - February 7, 2022 @ 7:30 p.m.

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 Jeff Endres, Commissioners Bill Acker, Ron Wolfe, and Matt Wright present, as well as board representative, Mr. Jim Pulvermacher. Commissioner Pamela Krill was excused.

Among those also present were Clerk-Treasurer Fayas, Judy Acker Maly, Bill Boor, Steve Ripp, Jim and Janice Parker, Jim and Marcia Motelet, Scott and Catherine Evans, David and Diane Chalgren, Jan Barman, Jim and Gloria Carter, Vernon Ziegler, Colleen Buss, Caroline Buss, Adam Nonn, Mike Wamhoff, Rick Ketula, Joe Bartol, Scott Frye, Dave Laufenberg, John Pertzborn, Luke Laufenberg, Janice Faga, and Aaron Otto.

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: January 3, 2022

Motion by Mr. Pulvermacher, seconded by Commissioner Wolfe, to accept the minutes. Motion carried, 4-0; Commissioner Acker abstained.

5. PUBLIC HEARING FOR REZONES

Motion by Mr. Pulvermacher, seconded by Commissioner Wolfe to recess the regular meeting and go into public hearing for the rezones. Roll call vote: Wolfe AYE, Acker AYE, Pulvermacher AYE, Endres AYE, Wright AYE. Motion carried.

a. TOP SHELF ENTERPRISES 7311-7327 DARLIN DR., C-2 TO COM

The applicant is requesting to divide their 10-acre lot, into a 3.3-acre lot and a 6.7-acre lot with the two existing buildings. As a result of the land division, the resulting parcels would need to be rezoned from C-2 Legacy zoning to COM Town zoning, with an easement between the two lots for septic. Concerns with stormwater drainage and retention were raised by the Plan Commission, as it is believed stormwater from the larger proposed lot is routed to the smaller lot by way of huts; there is no drain field. The Plan Commission would like information about existing stormwater features and to see a plan that addresses stormwater and septic capability on the smaller proposed lot.

b. SPRINGFIELD WOODS, OUTLOT 1, PARCEL # 0808-044-2601-5, R-1 TO SFR

The current owner would like to change the use of the outlot from a private park as noted on the plat, to a residential home site and is asking if that's possible, before submitting a rezone application. Neighborhood residents have called into question the legality of the warranty deed that transferred ownership of the parcel from the HOA to the current private owners. The Town's legal counsel has advised that a note on a plat is sufficient to dedicate a private park, putting the conveyance of the title of lot in question and advising the Town to decline any rezoning or building permits for the outlot.

Motion by Commissioner Wolfe, seconded by Mr. Pulvermacher to adjourn the public hearing and go back into the regular meeting. Roll call vote: Wolfe AYE, Acker AYE, Pulvermacher AYE, Endres AYE, Wright AYE. Motion carried.

6. CSM & REZONE: TOP SHELF ENTERPRISES

Motion by Mr. Pulvermacher, seconded by Commissioner Wolfe to table until the applicant provides more information and a site visit is conducted, before putting on the agenda again. Motion carried, 5-0.

7. REZONE SPRINGFIELD WOODS OUTLOT 1 FROM R-1 TO SFR

Motion by Commissioner Wright, seconded by Commissioner Wolfe to reject the rezone application. Motion carried, 4-0; Mr. Pulvermacher abstained.

8. VARIANCE REQUEST REFERRAL TO THE BOARD OF ADJUSTMENT – 6147 BARMAN ROAD

The applicant is seeking a referral from the Town to the Board of Adjustment for a variance from road setbacks to build a new accessory building. It was determined that a variance may not be necessary; the applicant will need to locate a survey pin or have the corners of the parcel marked to get more precise information.

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

9. DISCUSSION: LIVESTOCK HARVESTING FACILITY – CSM, REZONE, CUP & DESIGN REVIEW

The applicant is proposing to build a livestock harvest facility to provide locally sourced meat products. The proposed 12,000 ft² facility, 3,000 ft² of which will be retail and office space, is looking for approval to be sited on Riles Road next to the farm. The facility will employ 10-15 people and is sited more than 100' from the property line and the dairy barn, with the nearest home, which is owned by the applicant, more than 500' away, and more than 1,500' away from the nearest home not owned by the applicant.

10. PLAN COMMISSION APPLICANTS—INTERVIEWS AND RECOMMENDATIONS

Jeff Endres' and Matt Wright's terms are up for reappointment in March 2022, with the new three-year terms beginning at the April Plan Commission meeting. A partial term expiring in March 2024 is vacant as the appointed commissioner moved out of the jurisdiction. Four applications were received; two of the four applicants, Jan Barman and Jeff Endres were in attendance for interviews. Clerk Fayas will contact the absent applicants to see if they are still interested in applying for any remaining vacancies. Lifelong town resident and longtime town employee Jan Barman developed an interest in planning and land use during her time serving as the plan commission clerk. In retirement, Jan has time to give back to the community and would like to help ensure the town continues to follow the Comp Plan and Future Land Use plan the town developed. In Jan's opinion, the biggest challenge the Town faces in the future is keeping ag land in agriculture production and limiting development. Many commissioners noted her long history and knowledge of the town and the experience with the town's plans.

Motion by Commissioner Wolfe, seconded by Commissioner Acker to approve Jan Barman as a member of the Plan Commission for Matt Wright's three-year term and to replace Commissioner Wright for the final month of his current term as he takes over the board supervisor position from Mr. Pulvermacher. Motion carried, 5-0.

Chairperson Endres stepped off the commission for his interview; Vice Chairperson Commissioner Acker took over control of the meeting.

Mr. Jeff Endres has served on the plan commission since 1998, serving as chairman for a large portion of that time, and also serves as chairman of Yahara Pride Farms Inc. and is a member of Farmers for Sustainable Food. Mr. Endres is a lifelong Town resident that has farmed in the area for 37 years. Mr. Endres affirmed his desire to continue to serve on the Plan Commission and would continue to act as chair if elected as such during the April organizational meeting. Commissioners noted his knowledge and history of the town and the planning programs and encouraged his continued chairmanship of the commission.

Motion by Commissioner Wolfe, seconded by Commissioner Acker to approve Jeff Endres for reappointment to the Plan Commission. Motion carried, 5-0.

Chairperson Endres resumed chairing the meeting.

11. OLD BUSINESS

- c. CSM & REZONE A-1 (EX) TO SFR & AG: 5827 COUNTY HWY. P, CREATE 3 RESIDENTIAL LOTS & RESIZE/SEPARATE EXISTING FARM HOUSE LOT (FAGA/MEIER FARM)

The applicant decreased the lot sizes for new residences to less than 5 acres each per the direction of the commission; the proposed lot size for the farmhouse and buildings is more than 5 acres to accommodate full utilization of the accessory buildings in the future. The applicant has received approval from Dane County for a shared driveway access on

Highway P utilizing a Type C intersection, with a 150' vision triangle and driveway access to the farmstead relocated to come off the shared driveway instead of the highway. Commissioners reviewed the proposed protective covenants and joint driveway and access agreements, noting the costs of snow plowing, pavement and maintenance should be in the driveway easement document too, in addition to the covenants. The applicants met with the fire inspector and learned no bump outs would be required if a hammerhead or similar turnaround was installed at the end of the shared driveway; commissioners recommended widening the entry &/or shoulders of the driveway from the highway, up to or past the farm building to accommodate farm equipment and residential traffic accessing the drive at the same time.

Commissioners noted Lots 1, 2, and 3 have a shared driveway, rather than a road frontage easement and heard the shared drive is more conducive to preserving farmland in this area. Steep slopes, and disturbance and stabilization areas, remained topics of concern for the driveway, stormwater, and building locations, with commissioners noting the likely need for significant retaining walls. Commissioners would have liked to see the proposal in relation to elevations and contours, cautioning the applicant about the challenges of meeting slope requirements in the area. The applicant's engineers will be working with the town engineers on the design of the shared driveway to ensure a compliant plan once the CSM and rezone are approved; they are not asking for variances or waiver of those requirements.

Motion by Commissioner Acker, seconded by Commissioner Wright to deny the CSM and rezone due to lack of compliance with the town's Land Division Ordinance per MSA's memo. Motion failed, 2-3.

Motion by Commissioner Wolfe, seconded by Mr. Pulvermacher to approve the rezone and Lots 1, 2, 3, and 4, contingent on: MSA approving a driveway plan that meets slope and town driveway requirements; widening the shared driveway on entry to the access of the farmstead's driveway; a hammerhead or turnaround at Lots 1 and 3; a stormwater plan capable of handling the water from the north with the culvert sizing under the driveway; the driveway does not exceed 12% slopes on pavement and is to be reviewed by the town's engineer; and the application is to come back to the Plan Commission for compliance review before it goes to the town board. Motion carried, 3-2.

d. ZONING ORDINANCE AMENDMENT: KENNEL SETBACKS

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

e. JAR STORAGE ZONING COMPLIANCE UPDATE

12. COMMUNICATIONS/ANNOUNCEMENTS

13. ADJOURN

Motion by Mr. Pulvermacher, seconded by Commissioner Wolfe to adjourn the meeting at 10:30 p.m. Motion carried, 5-0.