

SPRINGFIELD PLAN COMMISSION

Meeting Minutes – July 14, 2025 @ 6:30 p.m.

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

Chair Jeff Endres called the meeting to order at 6:30 p.m. Roll call shows Chair Jeff Endres, Commissioners Ashley Ballweg, Jan Barman, Linda Swann, Richard Weiland, Ron Wolfe, and Matt Wright present.

Also present were Town Board Chairman Dave Laufenberg, Town Planner Mark Roffers, Clerk-Treasurer Dianah Fayas, Jodi and Bob Nonn, Dan Paulson, Shannon and Tyler Hellenbrand, Mike Lauten, and Scott Hellenbrand.

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.

3. PUBLIC COMMENT TIME – Bob and Jodi Nonn confirmed their next step to utilize a split on their farm was to have a certified survey map created of the proposed lot and they can work with TDR Administrator to identify a 35-acre area of land to potentially be used as a Sending Area for one of the farm's development rights.

4. APPROVAL OF PREVIOUS MINUTES: Site visit June 4, 2025 & June 9, 2025 meeting

Motion by Commissioner Wolfe, seconded by Commissioner Barman to approve the minutes of the site visit and the June 9th meeting. Motion carried, 7-0.

5. SHARED DRIVEWAY TEMPLATE

Motion by Commissioner Wolfe, seconded by Commissioner Ballweg to table this until the next meeting. Motion carried, 7-0.

6. OLD BUSINESS

i) LOT 6 SPRINGFIELD COMMERCIAL PARK DESIGN REVIEW FOR BUSINESS CONDOS BY SCHWENN BROS.

There was no one in attendance to provide an update on this project.

Motion by Commissioner Barman, seconded by Commissioner Wright to table the Lot 6 review. Motion carried, 7-0.

ii) DISCUSSION: CSM & REZONE TO SFR, SCOTT & TYLER HELLENBRAND, 5666 US HWY. 12

A new single family residential lot is proposed on the farm, using the development right off an existing, vacant residential lot on the farm that will merge back with the farmland, reverting to an unbuildable, non-residential parcel. The new lot will be accessed by a shared driveway to Highway 12 while maintaining access to Kickaboo cul de sac. The Plan Commission reviewed an updated site plan, a rendering of the home, the applicant's responses to the Comp Plan's Residential Siting Standards in Ag Preservation areas, excerpts of the soil and septic report indicating a mound system would be needed, and the review and recommendation of the Town's Planner-TDR Administrator, Mark Roffers. The submission of the CSM and complete application are anticipated for the August meeting. Visibility of the home and driveway are of particular importance on this project due to its proximity to multiple highways and the requested location near the hilltop. Commissioners reviewed elevation and height restrictions imposed on other projects recently, but noted those projects were not visible from Highway 12's expansive views, that the Comp Plan strives to preserve. The Plan Commission clarified that for elevation and building height discussions and calculations, the hilltop of reference is the hilltop on the proposed CSM site, the hill aesthetically framing the home. No consensus was reached among the Commission and between the Commission and applicant on maximum building height and elevation. Visibility mitigation options discussed included lowering the home's elevation to 1,070' and relocating the drain field as needed; and, imposing specific landscaping designed for year-round camouflage of the home and driveway while allowing a narrow vision corridor from the home to the west for sunset views. The applicant will need an approved Shared Driveway Agreement and documentation for relocating of the development right and dissolution of the existing, vacant home lot for this project.

7. COMMUNICATIONS/ANNOUNCEMENTS

Due to ever increasing professional and personal responsibilities, Town Planner-TDR Administrator Mark Roffers tendered his letter of resignation effective at the end of the year.

8. ADJOURN

Motion by Commissioner Weiland, seconded by Commissioner Wolfe to adjourn the meeting at 7:55 p.m. Motion carried, 7-0.