

Density Study Committee Meeting Minutes

Thursday, April 14, 2022

1. CALL TO ORDER, APPOINTMENT TO COMMITTEE BY TOWN CHAIRMAN & ROLL CALL

The meeting was called to order at 1 p.m. by town chair Jim Pulvermacher. Present were Town Planner, TDR Administrator and Density Study Purveyor and Consultant Mark Roffers; retired deputy-clerk and plan commission clerk Jan Barman, Town Chair and former Plan Commission representative Jim Pulvermacher, former Town Chairman and Plan Commission representative Don Hoffman, Town Supervisor Art Meinholz, and Plan Commission Chair Jeff Endres. Also in attendance were Clerk-Treasurer Dianah Fayas, Deputy Clerk-Treasurer Doreen Jackson, and Patrolman Darin Ripp.

Town Chairperson Pulvermacher with previous consultation with the town board, appointed himself, Jan Barman, Don Hoffman, Art Meinholz, and Jeff Endres as committee members and Mark Roffers as committee consultant.

2. CONFIRMATION OF COMPLIANCE WITH OPEN MEETINGS LAW

Clerk-Treasurer Fayas confirmed the meeting was posted in compliance with open meetings law.

3. ELECTION OF CHAIR, VICE CHAIR AND SECRETARY

Motion by Art Meinholz, seconded by Jim Pulvermacher for Jeff Endres to serve as committee chair. Motion carried, 4-0; Jeff Endres abstained.

Motion by Jeff Endres, seconded by Jim Pulvermacher to appoint Art Meinholz as vice chair. Motion carried, 4-0; Art Meinholz abstained.

Motion by Jim Pulvermacher, seconded by Art Meinholz nominating Jan Barman as secretary. Motion carried, 4-0; Jan Barman abstained.

4. PURPOSE OF EFFORT AND EXPECTED PRODUCTS

- a. SEARCHABLE EXCEL SPREADSHEET INDICATING THE SPLITS AVAILABLE, USED, AND REMAINING BY 1979 FARM, INCLUDING INFORMATION TO INDICATE PARCEL TRANSFERS SINCE 1979
- b. MAP SHOWING, FOR EACH 1979 "FARM" IN THE TOWN:
 - i. OUTER BOUNDARIES OF EACH 1979 CONTIGUOUS FARM (PER ROCKFORD MAPS)
 - ii. 1979 OWNER NAME PER 1979 ROCKFORD MAPS
 - iii. TOTAL AND REMAINING SPLITS (RESIDENTIAL DEVELOPMENT RIGHTS) PER 1979 FARM
- c. POTENTIALLY ANOTHER MAP TO TRANSLATE 1979 SPLITS INFORMATION TO CURRENT CONDITIONS

Mark Roffers explained the progress town staff and professionals have made on creating the aforementioned spreadsheet of splits available and used, and noted examples where questions arose and required information and interpretation from the committee in accordance with established rules, for referral for adoption to the town board.

5. DESIRED TIMELINE AND PROCESS

- a. TARGET FOR NUMBER OF MEETINGS (3 WERE ANTICIPATED)
- b. LANDOWNER REVIEW OPPORTUNITY (OPEN HOUSE? DROP-IN REVIEW? ON-LINE REVIEW?)
- c. ONGOING DATA AND MAP MAINTENANCE FOLLOWING COMPLETION
- d. OTHER?

A discussion ensued, with no final plans put forth or approved.

6. REVIEW OF PRELIMINARY MATERIALS AND APPROACH
 - a. REVIEW 11.2.20 COVER MEMO
 - b. REVIEW SPREADSHEET ON SCREEN FOR FORMAT AND INFORMATION

7. DESIRED APPROACH FOR COMPLETING COMMITTEE ASSIGNMENT
 - a. WORK THROUGH TOWN FARM-BY-FARM SECTION-BY-SECTION? (150+ FARMS!)
 - b. IDENTIFY CHALLENGING FARMS AND QUESTIONS IN EACH SECTION ONLY (SEE MEMO AND BOLD TEXT IN COLUMN V)
 - c. BE WILLING TO PUT SOME FARMS IN THE “PARKING LOT” FOR BETWEEN-MEETING RESEARCH AND/OR TO COME BACK TO LATER (OTHERWISE COULD SPEND INORDINATE AMOUNT OF TIME ON A FEW FARMS).
 - d. DOES COMMITTEE WANT TO DO BETWEEN MEETING HOMEWORK WITH SPREADSHEET?
 - e. REMEMBER THAT PROCESS CAN PROVIDE FOR OPEN REVIEW PERIOD, AND THEN AFTER “ADOPTED” THERE COULD BE APPEAL PROCESS (DENSITY STUDY) JUST LIKE TODAY.

The committee would like to go through each farm quickly to confirm the initial findings and address any questions that arose during the density assignment compilation.

Mark Roffers explained lots that were created and zoned for residential were counted as having used a split, regardless of whether a home had been built on the lot yet. Committee members think parcels with Dane County Conservation Easements on them should be represented, and noted as having used all of the splits, with zero remaining.

Committee members would like to develop a disclaimer and a process for residents or interested parties to edit, object, update in the future as new information is provided.

8. BEGIN EXECUTING DESIRED APPROACH (TIME PERMITTING)

The committee reviewed farms and specifically addressed some of the questions raised by Mark Roffers during his efforts to produce the rough draft spreadsheet.

Committee members think a zoning column should be added to the splits spreadsheet to help document the status of lots that have been created and require additional determination for split usage or assignment.

9. NEXT MEETING/STEPS

The committee will reconvene to continue the spreadsheet review and splits determination on Thursday, May 19, 2022 at 1 p.m., here at town hall.

Motion by Jan Barman, seconded by Jim Pulvermacher to adjourn at 3:25 p.m. Motion carried, 5-0.