

MINUTES
TOWN OF VERMONT PLAN COMMISSION MEETING
June 29, 2009 – 7:30 P.M. 4017 COUNTY HWY JJ

CALL TO ORDER

The meeting was called to order by Jim Elleson at 7:30 p.m. Johanna Solms certified the meeting notice was posted at the Black Earth State Bank, Amcore Bank in Mt. Horeb, on the front door of the Town Hall and published in the News Sickle Arrow and Mt. Horeb Mail and on the town website, www.townofvermont.com.

Members present: Barbara Grenlie, Jim Elleson, Bruce Ellarson, Eric Haugen, Larry Ziemer, and Johanna Solms. Town Chair Mark Sherven was also present. Absent: John Brings.

APPROVAL OF AGENDA

Moved by Bruce Ellarson seconded by Eric Haugen and carried 6-0 to approve the agenda as posted.

APPROVAL OF MINUTES

Moved by Barbara Grenlie seconded by Jim Elleson and carried 6-0 to approve as written the minutes of the June 1, 2009, meeting.

PRELIMINARY NOMINATION OF OFFICERS

Officers were selected but the official election will be on the July 27, 2009, agenda. Jim Elleson has been appointed Chair. Nominated by Bruce Ellarson seconded by Jo Solms and carried 5-0 to elect Barbara Grenlie as Vice Chair. Moved by Barbara Grenlie seconded by Eric Haugen and carried 5-0 to elect Johanna Solms as Secretary.

CONSIDERATION OF DRIVEWAY IMPROVEMENT APPLICATION FROM RUSSELL
CHRISTIAN ON GREENWALD ROAD

Russell Christian had an erosion control permit from the DNR but had not applied for a Town permit before starting work. The driveway was built up, resurfaced with new gravel, regraded, and an 18-inch culvert was put in. Landscaping work near the driveway included a new septic, expansion of a permanent pond to a depth of 11 feet, and reseeding.

The applicant complained of difficulties understanding the town website and locating the driveway permit and process. We have since improved the user experience to make it easier to find necessary permits.

Moved by Bruce Ellarson seconded by Larry Ziemer and carried to waive the double fine penalty for doing the work without a permit. Per the normal process, the driveway committee will now make a site visit to determine the correct fee for the extent of the work that has been done.

DISCUSSION OF PROPOSED 30-FOOT ADDITION TO TOWN SALT SHED

Mark Sherven presented details. The Town will apply to the County for a zoning permit and

building permit. There is no action required by the plan commission. The commission viewed the site and discussed the proposed construction and agreed that it complies with the Comprehensive Land Use Plan.

Moved by Barbara Grenlie seconded by Bruce Ellarson and carried 6-0 that the proposal provided by the Town regarding a salt shed addition satisfies all the land use regulations.

There was a discussion of how the new Ridgetop Protection Area rules apply in this case. It will be less than 22 feet, and a grandfathered building can be remodeled as long as it is not taller.

DISCUSSION OF POSSIBLE TOWN OF VERMONT ANNEX TO DANE COUNTY HAZARD MITIGATION PLAN

The County is updating a 5-year-old plan to obtain stimulus funding. This meeting satisfies the required record of public input. Proposed for the Annex: winter storms, flooding, windstorms, box culverts, and emergency communications. If approved, this will become part of the Hazard Mitigation Plan adopted by the County as an Annex to their Comprehensive Plan.

CONTINUATION OF WORK ON PLAN COMMISSION POLICY AND PROCEDURE MANUAL

Jim Elleson reviewed the list of ordinance update priorities.

Moved by Barbara Grenlie seconded by Bruce Ellarson and carried 6-0 to approve the updated Driveway Construction Permit Application as discussed, with changes.

There was further discussion of the driveway permitting process.

Moved by Barbara Grenlie seconded by Bruce Ellarson and carried 6-0 that we request authority from the town board to issue Driveway Improvement Permits.

Priorities for ordinance revision include:

- 8 items listed in the CLUP
- Chapter 2:
 - Building permits—dimensions versus cost
 - single family
 - farm accessory buildings—location, permits, etc.
 - new county ordinances
- Chapter 3: Process for temporary dwellings
- Chapter 4: All

Johanna Solms will be responsible for updating policy and procedure manual.

NEXT MEETING

The next regular meeting is scheduled for July 27, 2009 at 7:30 p.m.

ADJOURNMENT

Moved by Bruce Ellarson seconded by Eric Haugen and carried 6-0 to adjourn the meeting at 10:30 p.m.

Johanna Solms
Plan Commission Secretary