

MINUTES  
TOWN OF VERMONT PLAN COMMISSION MEETING  
APRIL 28, 2008 – 7:30 P.M. – 4017 COUNTY HWY JJ

CALL TO ORDER AND POSTING CERTIFICATION

The meeting was called to order by Barbara Grenlie at 7:35 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 on the town website, [www.townofvermont.com](http://www.townofvermont.com) and published in the News Sickle Arrow and Mount Horeb Mail.

Members present: Don McKay, Jim Elleson, Eric Haugen, Barbara Grenlie, John Brings, and Johanna Solms. Absent: Bruce Ellarson.

APPROVAL OF AGENDA

Moved by Jim Elleson seconded by Eric Haugen and carried to approve the agenda as posted.

APPROVAL OF MINUTES

Moved by Eric Haugen seconded by Don McKay and carried to approve as corrected the minutes of the April 21, 2008, meeting.

CONSIDERATION OF DRIVEWAY PERMIT APPLICATION FROM MIKE ALBERT ON  
RYAN ROAD

There was lengthy discussion of whether this add-on to the existing driveway should require a permit. A shoreland erosion control permit will be required by the county along with a zoning permit for the new garage and a building permit. While the extension of approximately 125 feet will make minimal changes to the existing topography, the majority of PC members agreed that the driveway ordinance as written and the question of setting precedent indicated the need for a permit. Moved by Jim Elleson seconded by Don McKay and carried 5-0, with Jo Solms abstaining, to recommend approval of the driveway permit.

Mike Albert stated that comments during the site visit had led him to expect that no permit would be required. It was agreed that in future opinions should be expressed only at the formal meeting to review the application.

CONTINUATION OF WORK ON COMPREHENSIVE PLAN AND POLICIES AND  
PROCEDURES

The commission continued discussion of the driveway permit issue, and concluded that a policy is needed for driveway improvements that might trigger a driveway permit requirement and yet are small enough to make the \$300 plus fee excessive. The fees were increased to their current levels to cover the site visit costs. It was agreed to develop a policy requiring only a preliminary site visit by the two-member driveway committee, with commensurate fee, in existing driveway improvement situations. Improvements triggering the permit requirement would likely not include periodic grading

and/or resurfacing with gravel or blacktop. Jo Solms will draft a preliminary improvement permit procedure.

A second driveway permit issue, that of new driveway only applications without rezone or homesite applications, was discussed and clarified. A standalone new driveway application is allowed under current policy, but the potential for a "driveway to nowhere" problem remains.

The remainder of the time was devoted to discussion of Don McKay's draft of the CLUP section on intergovernmental cooperation.

Handouts to review before the next meeting included a review of historical siting policies plus new proposed wording for the comprehensive plan and draft wording for a transfer of development rights addition to the plan.

#### NEXT MEETING

There will be a special meeting on May 19, 2008 and the next regular meeting will be on June 2, 2008, due to Memorial Day.

#### ADJOURNMENT

Moved by Eric Haugen seconded by Jim Elleson and carried to adjourn the meeting at 10:25 p.m.

Johanna Solms, Plan Commission Secretary