

MINUTES
TOWN OF VERMONT SPECIAL PLAN COMMISSION MEETING
August 3, 2009 – 7:30 P.M. 4017 CTY 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: Jim Elleson, Barbara Grenlie, Bruce Ellarson, Eric Haugen, Larry Ziemer, and Johanna Solms. Town Chair Mark Sherven was in attendance. Absent: John Brings.

APPROVAL OF AGENDA

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

ELECTION OF OFFICERS

Moved by Bruce Ellarson seconded by Eric Haugen and carried 6-0 to elect Barbara Grenlie as Vice Chair and Johanna Solms as Secretary as per the last meeting on June 29, 2009.

APPROVAL OF MINUTES

Moved by Barbara Grenlie seconded by Bruce Ellarson and carried 6-0 to approve the June 29, 2009, minutes with corrections.

Moved by Eric Haugen seconded by Larry Ziemer and carried 6-0 to approve the July 20, 2009, special meeting minutes with corrections.

RECONSIDERATION OF APPLICATION FOR DRIVEWAY PERMIT FROM RUSSELL
CHRISTIAN

There will be no double fine in this case. A full construction permit rather than an improvement permit is required as more than 2000 square feet was disturbed. The work that was done is an improvement over the previous situation. A note will be made in policies and procedures manual to make sure that the four feet allowance for driveways will take place on owners, not neighbors, property. We need to pay attention to the property line, and consider adding a buffer and including that in our driveway ordinance.

Moved by Barbara Grenlie seconded by Larry Ziemer and carried 6-0 to recommend to the town board to approve a driveway construction permit for Russell Christian at 9916 Greenwald Road.

Jim Elleson decided not to schedule a full site visit since the work was already done. There was discussion following the vote regarding natural flows and corrections or new driveways. When a driveway gets really complicated we have the option to consult MEI at the applicant's expense.

CONSIDERATION OF APPLICATION FOR DRIVEWAY IMPROVEMENT PERMIT FOR THE
JAMES ROBERTS PROPERTY AT 4012 HWY JJ

The driveway committee and other members of the plan commission visited the site before the meeting. There was a discussion of the issues with drainage around the garage and whether an erosion control plan may be needed for the building to control erosion during construction. The property is zoned Ag Ex. The addition to the driveway is only 12 feet. Recommended by Mark Sherven that we issue an improvement permit. Jim Elleson believes it is maintenance only.

The county may or may not require zoning permit(s) since the garage and horse shelter are ag buildings. MEI had said the horse shelter was ag and would not require a permit, but our ordinance requires a permit for any structure over \$1000.

Moved by Barbara Grenlie seconded by Larry Ziemer and carried 6-0 that, as recommended by the driveway committee, this is minor maintenance and does not require an improvement permit.

DISCUSSION OF ORDINANCE REVISIONS

There was discussion of setting up an ordinance committee, but the group concluded that we will be able to efficiently compile a list of ordinances that need to be changed, and a list of small changes to ordinances, and hand this off to the town's attorney for drafting.

CONTINUATION OF WORK ON PLAN COMMISSION POLICY AND PROCEDURE MANUAL

There was discussion of a proposed DNR parking lot on highway F and Ryan Road west of the stone house by Elvers Creek. It will require a full construction permit as it is a new driveway and will likely require a culvert. It will need a shoreline erosion control plan as it is within 1000 feet of a trout stream.

NEXT MEETING

The next meeting will be August 31, 2009, with any site visit on the August 29.

ADJOURNMENT

Moved by Eric Haugen seconded by Larry Ziemer and carried 6-0 to adjourn at 10:25 p.m.

Johanna Solms
Plan Commission Secretary