

MINUTES
TOWN OF VERMONT PLAN COMMISSION MEETING
August 31, 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, Bruce Ellarson, Eric Haugen, Larry Ziemer, and Johanna Solms. Absent: John Brings, Barbara Grenlie. Board member Don McKay was present as a citizen.

APPROVAL OF AGENDA

Moved by Larry Ziemer seconded by Bruce Ellarson and carried 5-0 to approve the agenda as posted.

APPROVAL OF MINUTES

Moved by Eric Haugen seconded by Bruce Ellarson and carried 5-0 to approve the August 3, 2009, minutes with corrections.

DISCUSSION OF DRIVEWAY/PARKING LOT PERMIT FOR DNR PROPERTY ALONG ELVER CREEK AT RYAN ROAD AND CTY HWY F

Concerns about the trout stream/coldwater creek and the effects of an impermeable surface were discussed. Retention pond and cooling pond might be needed. This needs a Dane County Erosion Control permit as well as DNR permit. We will wait for the application and stay in touch with Don Bates. (As of this writing Don Bates has indicated the project is on hold pending more planning).

DISCUSSION OF PLAN COMMISSION BUDGET FOR 2010

The budget meeting is in November, and the first draft will be on the agenda for the September Town Board meeting and nearly finished for the October meeting. In 2009 \$12.9K was spent so far against a budget of \$14K, and this will not change much in 2010. There was discussion of the PRIN committee's remaining work and of the possibility for an inexpensive laptop (under \$500) for use at the town hall by the committee and the commission. Secretary declines any pay increase.

DISCUSSION OF PROPOSED COUNTY ORDINANCE AMENDMENTS
#13, 16, AND 17 2009-2010 AND RELATED STAFF MEMO

These amendments will address our issues in recent cases of work done close to a property line.

Moved by Bruce Ellarson seconded by Eric Haugen and carried 5-0 to recommend to the town board that they recommend approval of county ordinance amendment #16, 2009-2010.

CONTINUATION OF WORK ON PLAN COMMISSION POLICY AND PROCEDURE MANUAL

The letter to town attorney Kay Millonzi regarding ordinance revisions was reviewed.

There was brief discussion with miscellaneous information updates on the Sandin case, property on Kelliher road with potential building sites, and the October 2 announcement of the location for the Olympics.

There was discussion of town ordinance 4.08 regarding erosion onto a town road or onto neighboring property.

The triple fee in the driveway ordinance for starting work without a permit should be corrected on the fee schedule, but this will be postponed until the ordinance is final and then also set officially in policies and procedures.

When existing field roads are upgraded to driveways, previously disturbed side slopes are "grandfathered". There was a discussion about separating requirements for field roads from requirements for driveways and then defining the specifications that apply to both.

There was a discussion about paper flow on home sites, and the concern that applicants could change the location that was approved by the town on their paperwork for the county, and how to close the loop with the building inspector. Johanna Solms will discuss the current paper flow with town clerk Marc Robertson and report back.

NEXT MEETING

The next meeting will be September 28 2009, with any site visit on September 26.

ADJOURNMENT

Moved by Larry Ziemer seconded by Eric Haugen and carried 5-0 to adjourn at 10:20 p.m.

Johanna Solms
Plan Commission Secretary