APPROVED MINUTES OF THE SPRINGDALE PLAN COMMISSION MONTHLY MEETING, Monday April 23, 2018.

IN ATTENDANCE: Ellen Bunn, Jim Hanson, Mike Healy, Amy Jester, Denise Sullivan and David Schmidt. (A quorum is present.) Vicki Anderson, Deputy to the PC, Town Chair Mike Fagan, Town Supervisor Richard Schwenn, Town Clerk Susan Duerst Severson.

CALL TO ORDER: by A. Jester at 7 p.m. in the Springdale Town Hall, 2379 Town Hall Road, Mt. Horeb, WI 53572.

NOTICE OF THE MEETING: pursuant to Wisconsin Open Meeting Law was confirmed. The final agenda was posted on 4/19/18 in the three customary locations in the Town of Springdale as required by law, and as a courtesy to the citizens, published in the *Mt. Horeb Mail* on 4/19/18*.*

MINUTES: MOTION by J. Hanson/D.Sullivan to approve the March. 26, 2018 PC meeting minutes as distributed. Motion carried 6-0.

PRADHAN LANDS – D. HAMILTON/CONCEPT PLAN/CSM – LOT LINE ADJUSTMENT/MESSERSCHMIDT RD./SEC. 27: MOTION by M. Healy/E. Bunn to recommend approval to the TB to combine 2 existing CSMs into 1 CSM. Discussion: CSM 8666 Lot 1 of 29.91 acres and Lot 2 of 10.05 acres shall be combined into a single CSM lot via this lot line adjustment. The previously agreed-upon building envelope applies to the residence proposed at this time. The previously approved concept plan shall be retained showing the potential for two additional density units/building envelopes if the land were to be divided in the future. Therefore, the recorded new CSM shall include a note regarding the town-approved building envelope on file in the Town Hall. The CSM shall not include the typical statement regarding no future land divisions per the current Town of Springdale Land Use Plan because this lot retains two additional density units. Regarding the driveway from Messerschmidt Dr. to the proposed house site, due to the terrain, D. Hamilton is working with Quam Engineering to layout the driveway consistent with Town and County ordinances, specifically the 10% grade requirement and Dane County erosion control standards. The Springdale Town Board will act on the driveway permit after the engineered layout for the driveway is available. The Town Engineer will review the plans and the driveway after construction for compliance with the town ordinances. Motion to approve the lot line adjustment CSM carried 6-0, 7:15 p.m.

MEYLOR LANDS/WINDY RIDGE LLC: PRE-APPLICATION MEETING – NO ACTION: The Meylor family requests a site visit for an Option 2 concept plan on the family farm. Contiguous acres owned on the effective date of the Plan = 129.4 or 134.8 acres (to be verified at Dane County Zoning) and an Option 2 concept plan = 8 new density units and the existing farmhouse. The family expressed a desire to site potential lots off of the farmland, to retain adequate land with each lot for some flexibility, and to consider the historical Springdale Lutheran Church view to the West. The site visit is scheduled for May 17, 2018, 6 p.m.

PLAN COMMISSION PROCEDURES:

DRAFT DOCUMENTS AVAILABLE PER REQUEST: To make sure citizens know that draft documents scheduled for discussion/action at town meetings are available per a public record request from the Town Clerk, the following steps were recommended: 1. A statement shall be posted on the Town website and on the PC and TB meeting agendas explaining the simple process to obtain draft documents from the Clerk. Draft documents are not posted on the Town website. 2. The Deputy Clerk to the PC should state on PC meeting agendas that the PC will “act on/make recommendations” to the TB vs. “adopt” since the TB, not the PC, is the entity to formally adopt town policies, ordinances, etc.

ACCESSORY BUILDING ORDINANCE: MOTION by E. Bunn/D. Schmidt: MOTION that the PC is ready to send the amended accessory building ordinance on to the TB for town attorney review. Discussion: The Town Chair has authorized the Deputy Clerk to the PC to ask the Town Attorney to review the amended ordinance and the TB plans to schedule it for discussion/possible action at the May TB meeting. MOTION carried 6-0.

PROPOSED AMENDMENT TO THE PLAN SUBMITTED BY DEC. 2017: The intent of a proposed amendment to the Plan submitted by Dec. 2017, may be fulfilled by the Town Building Inspector. The amendment is – “A Town representative shall confirm that a marked-on-the-ground building site is located as designated by the concept plan and sign an approval form before groundbreaking/building proceeds.” The TB will discuss this scope of work with the Town Building Inspector Tracy Johnson at the May TB meeting.

Next PC meeting June 4, 2018, May monthly PC meeting moved to first Monday in June due to Memorial Day. Applications for the May monthly meeting should be submitted to the Town Clerk by Monday, May 21, 2018.

Scheduled Site Visit: Thursday, May 17, 2018, 6 p.m., Meylor lands.

ADJOURN: MOTION by unanimous consent, motion carried 6-0.

Respectfully submitted, Vicki Anderson, Deputy to the PC