

MINUTES

TOWN OF SPRINGDALE JOINT PLAN COMMISSION

& TOWN BOARD MEETING

MONDAY, JULY 24, 2023 AT 7:00 PM

- 1. Call to order, Certification of compliance with the Open Meeting Law, Quorum is present, Approval of the agenda, (Public input at the time of each agenda item may be permitted.)**

Meeting held in-person at Town Hall and broadcast via Zoom. Jester called the meeting to order at 7:02 PM; a quorum of A. Jester, E. Bunn, R. Bernstein, K. Altschul, D. Sullivan and J. Hanson present at Town Hall. A quorum of the Town Board – Rosenbaum, Hefty and Schwenn – also present, along with Administrator/Clerk Arthur and Deputy Clerk Kalscheur. Jester confirmed that the meeting was posted on 7/20/2023 in accordance with the open meetings law.

- 2. Minutes of June PC meeting.**

MOTION (Bernstein/Sullivan) to approve the minutes with a question from Hanson regarding the size of the Docken block. Jester revised June minutes to clarify. Jester also revised the Mt. Vernon Hills flagpole in the June minutes. Bunn to abstain as she was not at the meeting. 4 aye, 0 nay, 1 abstain. Motion carried.

- 3. L. Hellenbrand/Lands East of J and South of Dairy Ridge Road/CSM consistent with concept plan/Sec 14. Discussion only.**

DISCUSSION – Linus had surveyor John Halverson sketch two possible layouts for a CSM for the three lots. Linus needs guidance from the town on which of the two the town would accept so that he can have the surveyor draw up a preliminary CSM for review and rezone.

In Oct 2022 – Linus Hellenbrand brought a sketch to the town to discuss possible lot lines for three lots that he wished to create off of his 2018 concept plan. Hillenbrand’s sketch did not have frontage stripes to public roadways for all lots – we discussed how these strips could be drawn because the town did not have a mechanism to grant exceptions to the frontage rule at that time.

From PC Minutes Oct 2022

“3. L. Hellenbrand/ Lands East of J and South of Dairy Ridge Road/Concept Plan Revision/ Sec 14. MOTION: None. There were no changes to the previously approved concept plan. Vote: No vote occurred. Discussion: The applicant wanted to review possible lot layouts that are consistent with the previously approved concept plan. Discussed ways to draw lots to provide each lot with 66’ frontage on CTH J.”

Throughout the fall of 2022 the town discussed the 66’ frontage ‘issue’. We had a work session and had several discussions about the issue in consultation with Dane County. In the end the PC recommended to the TB changes to the driveway ordinance that would allow for the town to grant exceptions in certain cases.

From the MINUTES SPRINGDALE TOWN BOARD TUESDAY, DECEMBER 20, 2022 AT 7:00 PM

13. Ordinance 2022-12-2, amending Title 5, Chapter 3 of the Springdale Code, shared driveways. Plan Commission voted in favor of granting exceptions to the 66’ frontage/flagpole rule in order to preserve ag land. In consultation with Dane County and Town Attorney Chris Hughes, the following language will be added to the ordinance:

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(e) The Town Board may approve, upon recommendation of the Town Plan Commission, exceptions to the 66-foot frontage requirements of county ordinance section 75.19(6)(b) where the Board and Plan Commission find that the exception preserves agricultural land, is consistent with the goals of the land use plan, and protects the public's health, safety, and welfare, provided the approved exceptions meet the requirements of Dane County Ordinance 75.19(8). Concerning dispute resolution, the ordinance will be amended to require driveway agreements to contain language that "does not require the Town to become involved in any dispute or conflict unless the Town Board, the Town Engineer, or the local fire department and EMS service determines the dispute or conflict relates to the safety and/or adequate access for emergency vehicles, school buses, and other emergency or Town equipment."

Hefty – to be clear, the Town is not eliminating flagpole lots; rather, we are making room for exceptions when ag land can be preserved and if other Town/County requirements are still met. Town should carefully apply these exceptions. MOTION (Hefty/Schwenn) to approve the changes as presented in Ordinance 2022-12-2. No further discussion. 3 ayes, 0 nays, motion carried.

Dane County Chapter 75 has laid out the conditions that must be met –

Linus is looking for us to have a discussion that will help him figure out how to have these CSM's drawn. We should be prepared to discuss and determine if this meets the requirements for a town recommendation for an exception or not.

Note: if the PC says that it will recommend approval the following will have to occur:

1. The PC will have to recommend to the TB an approval to the frontage requirement – it must find that the exception is consistent with the town plan TB will have to approve
2. The landowner will have to have a shared driveway agreement drafted that meets the requirements of Dane County for shared driveway. See Dane County application for chapter 75 shared driveway easements – this will have to be approved by Dane County and the Town Board. See Dane County will have to show the easement. PC/TB approval of CSM as consistent with concept plan and easement exception.
4. The rezone of the lots will be conditioned on the approval and recording of the shared driveway easement agreement. Rezone must be approved by the PC and TB and conditioned on shared driveway agreement recording.

Next steps:

1. PC recommend to TB for exception
2. TB formal motion and vote
3. Shared Driveway agreement for Dane County
4. Surveyor draw up to show easement
5. File rezone to Dane County
6. Amy will provide a list of actions to Linus along with Dane County agreement.

No motion was made at this meeting.

JOINT MEETING OF THE TB FOR THE PURPOSES OF REVIEWING AND ACTING ON AGENDA ITEM(S)

ABOVE. Rosenbaum called the meeting to order at 7:50 PM, quorum of Rosenbaum, Hefty and Schwenn present at Town hall.

TB approve TB minutes from June joint TB/PC meeting.

- **Adjournment**

MOTION (Schwenn/Hefty) to adjourn at 7:51 PM.

3 ayes, 0 nays, motion carried.

Adjourn.

MOTION (Jester/Hanson) to adjourn at 7:51 PM. No further discussion. 5 ayes, 0 nays, motion carried

Minutes taken and submitted by Deputy Clerk, Peggy Kalscheur

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