

**TOWN OF WINDSOR
TOWN ORDINANCE 2015-02**

**AN ORDINANCE TO ADOPT TEXT AND MAP AMENDMENTS TO THE
TOWN OF WINDSOR COMPREHENSIVE PLAN: 2025
PURSUANT TO WISCONSIN STATUTES SECTION 66.1001**

WHEREAS, the Town Meeting has authorized the Town Board of the Town of Windsor to exercise the powers of a village board under Wis. Stat. s. 60.22(3), which powers are general and continuing as provided in Wis. Stat. s. 60.10(2)(c), and which include the planning powers set forth in Wis. Stat. s. 62.23; and

WHEREAS, the Town of Windsor has, by ordinance, established a Plan Commission for the Town of Windsor empowered to make and adopt a Comprehensive Plan for the physical development of the Town pursuant to Wis. Stat. ss. 62.23(1), (2), and (3), and Wis. Stat. s. 66.1001; and

WHEREAS, the Town of Windsor Comprehensive Plan: 2025 was adopted by the Town of Windsor Plan Commission and Town of Windsor Board on May 5, 2005; and

WHEREAS, the Town prepared text and maps amendments as a result of economic and demographic updates, refinement of plan goals, objectives and policies, and cooperative plan updates with adjoining communities; and

WHEREAS, on April 28, 2015 at the Windsor Town Hall, the Plan Commission held a public hearing on the proposed text and map amendments, and thereafter considered public comments, comments from Village of DeForest Planner Mark Roffers per his March 31, 2015 letter and comments from Dane County Planner Pam Andros per her April 27, 2015 letter; and

WHEREAS, the Plan Commission recommended approval of the amendments as set forth in Plan Resolution 2015-06 and including the comments in Mr. Roffers' and Ms. Andros' letters; and

WHEREAS, the Town Board has duly considered the information set forth above, finds the amendments appropriate and shall approve the amendments as recommended.

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Town Board of the Town of Windsor as follows:

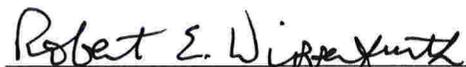
Sec. 38-21. - Adoption of Comprehensive Plan. is hereby amended to read as follows:

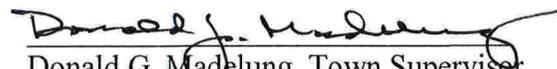
The Town has adopted the document entitled the "Town of Windsor Comprehensive Plan: 2025," amended by the Town Board on May 21, 2015 and amended from time to time hereafter by resolution of the Town Board. The "Town of Windsor Comprehensive Plan: 2025" as amended shall serve as the

Town comprehensive plan pursuant to Wis. Stats. § 66.1001(4)(c). A copy of the current Windsor Comprehensive Plan is available in the office of the Town Clerk. All development proposals shall be consistent with the adopted Windsor Comprehensive Plan.

The above and foregoing Ordinance was duly adopted at the regular meeting of the Town Board of the Town of Windsor on the 21st day of May, 2015, by a vote of 5 in favor, 0 opposed and 0 abstaining.

TOWN OF WINDSOR


Robert E. Wipperfurth, Town Chair


Donald G. Madelung, Town Supervisor


Bruce Stravinski, Town Supervisor


Alan Buchner, Town Supervisor

Attested by:


Monica M. Smith, Town Supervisor


Christine Capstran, Town Clerk



Memorandum

Foth Infrastructure & Environment, LLC
Lincoln Center II • 2514 South 102nd Street, Suite 278
West Allis, WI 53227
(414) 336-7900 • Fax: (414) 336-7901
www.foth.com

May 08, 2015

TO: Town of Windsor Board

CC: Robert Wipperfurth, Chairman
Tina Butteris, Office Manager
Amy Anderson Schweppe, Planning & Development Coordinator
Kevin Richardson, Engineer
Connie Anderson, Attorney

FR: Jamie Rybarczyk, Planning Consultant

RE: Town of Windsor Comprehensive Plan Update

SCHEDULE:

The following outlines the schedule used to adopt the updates for the Comprehensive Plan per Wis. Stats. 66.1001.

- Joint Town Plan Commission & Board Meeting January 20, 2015
- Town Plan Commission (Working Meeting) February 17, 2015
- Town Board (Working Meeting) February 19, 2015
- Public Notice Sent to DeForest Times March 12, 2015
- Public Notice Appears in DeForest Times March 19, 2015 (Wis. Stats. Class I Notice)
- Public Comment Period March 19, 2015 thru April 28, 2015
- Town Plan Commission (Public Hearing) April 28, 2015
- Town Board May 21, 2015

OVERVIEW:

To guide your review of the updates to the Comprehensive Plan, I provide you with the following highlights by chapter.

Chapter 1: Issues and Opportunities

- Updated tables with most recent U.S. Census and D.O.A. data

Chapter 2: Housing

- Updated tables with most recent U.S. Census and D.O.A. data
- Updated Housing Types map with most recent Dane County data
- Forecasting 702 new housing units by 2035
 - 35 new housing units per year
 - 2014 YTD is 57
- Modified policies on elderly housing
 - Single family 81%
 - Two family 9%

- Multi family 10%
- Review Housing Policies 1-3 per Land Use Category densities
- Identify Parkside as senior housing on Housing Types Map

Chapter 3: Transportation

- Replaced Transportation map with Official map
- Updated Official map with most recent Dane County data
 - Updates include renaming portions of US 51 and CTH V
- Photoshop broken sign picture on title page

Chapter 4: Utilities and Community Facilities

- Updated information on the Town parks and conservancy areas
 - Town Park Commission is updating the CORP
- Update mentions CARPC standards for post 2005 development
- Updated Sanitary Districts map with most recent Dane County data

Chapter 5: Agricultural, Natural and Cultural Resources

- Replaced Environmental Corridor map with Environmentally Sensitive Areas map
 - Lakes, ponds and streams; wetlands; floodplains; woodlands; steep slopes; parks; unique vegetation or geology; soils
- Updated Environmentally Sensitive Areas map with most recent Dane County data
- Updated Soils Coverage map with most recent Dane County data
- Add language regarding quasi-business park for ag area

Chapter 6: Economic Development

- Identified areas for new commercial
 - Windsor Crossing, Bear Tree Farms, Revere Trail, US 51 and Snowy Owl Court
- Modified funding assistance programs

Chapter 7: Intergovernmental Cooperation

- Removed language regarding litigation settlement, focus on the future
- Updated Municipal Jurisdiction map with most recent Dane County data
- Modified goals, objectives and policies based on Bear Tree Farms development

Chapter 8: Land Use

- Updated agricultural land sales tables with most recent Wisconsin Agricultural Statistics Service data
- Created a new land use plan district – Yahara River Conservation Residential
 - Review Dane County zoning A-2 and A-3
 - Review FUDA plan
 - Review Dane County Park and Open Space Plan
- Updated development projections
 - Forecasting 702 new housing
 - Focusing new commercial on Windsor Crossing, Bear Tree Farms, Revere Trail, US 51 and Snowy Owl Court
 - Converting 403.5 acres from agriculture to residential by 2035
- Updated Existing Land Use map with most recent Dane County data
- Updated Future Land Use Plan map with most recent Dane County data
- Created Future Land Use Summary table

Chapter 9: Implementation

- Modified action steps and monitoring the plan

Appendices

- Remove appendices that are likely to change in the near future

PUBLIC COMMENTS & PUBLIC HEARING:

During the public comment period, the Town of Windsor received letters from the Village of DeForest, dated March 31, 2015, and Dane County, dated April 27, 2015, attached herein. In reviewing the letters received, Town staff does not have an issue with inclusion of the comments from the Village of DeForest and Dane County.

There were no additional public comments provided at the public hearing held on April 28, 2015. The Town of Windsor Plan Commission approved the updates to the Town of Windsor Comprehensive Plan: 2035 by Resolution 2015-06.



March 31, 2015

Amy Anderson Schweppe
Town of Windsor Planning and Development
4084 Mueller Road
DeForest, WI 53532

Dear Amy:

Thank you for sharing the draft update to the Town of Windsor Comprehensive Plan with me last month. I reviewed the draft plan on behalf of the Village, and then last week shared my review comments with the Village Planning and Zoning Commission.

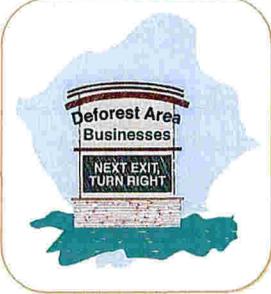
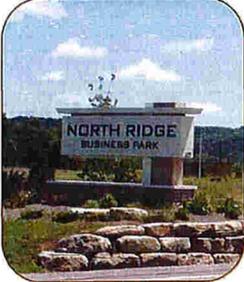
Overall, it's clear that the Plan represents a good effort to update and clarify the Town's policies for future growth and preservation, with no material inconsistencies with the Village's plan or the DeForest-Windsor Cooperative Agreement. I do have the following comments on the draft Town plan that I ask the Town to consider:

1. Chapter 3—Transportation, page 22, Conservancy Place section: Consider noting that the Village and developer are actively working to get the Innovation Drive bridge over the Yahara River permitted for construction. Because the project affects a navigable waterway, floodplain, and wetland area, permits from the Wisconsin DNR and Army Corps of Engineers is required. The Village expects to submit permit applications by summer 2015. Further, the Village's Official Map suggests that Innovation Drive connect with Gray Road via a new road segment east of CTH CV. Can that Town plan also support this road connection concept? These actions will have the effect of managing traffic along Windsor Road that is associated with Conservancy Place, which I believe is the concern expressed under this Town plan section.
2. Chapter 4—Utilities & Community Facilities, page 30, Storm Water Management Practices section: Per the DeForest/Windsor Cooperative Plan, please consider noting that "in the event of any inconsistency or variation as between any applicable local and county ordinance governing stormwater management, developments in DeForest or Windsor that, if uncontrolled, would impact on the other municipality, shall, at a minimum, abide by the impacted municipality's standards." DeForest's stormwater ordinance is stricter in a few respects than Dane County's, including a requirement for 100% "stay-on" (infiltration) of storm water.
3. Chapter 5—Agricultural, Natural & Cultural Resources, page 39, Environmentally Sensitive Areas map: Consider changing the title of the green areas to "Parks and Environmentally Sensitive Areas." The green areas include current and planned public

parks and school sites in Windsor and DeForest, which are not “environmentally sensitive” and in fact have or will have some building development on them.

4. Chapter 6—Economic Development, page 50, Existing and Future Business section: Consider removing Bear Tree Farms (West) as a listed Town economic development area. The “West” area is in the Village, and has little land proposed for business use.
5. Chapter 7—Intergovernmental Cooperation, page 54, City of Sun Prairie section: Please amend the first paragraph to note that, by cooperative plan with Sun Prairie and DeForest, Sun Prairie’s extraterritorial zoning area no longer extends a full 3 miles west of that City.
6. Chapter 7—Intergovernmental Cooperation, page 55, City of Sun Prairie section: Consider rewriting the final bullet before the “Village of DeForest” section to read something like: “The Cooperative Plan applies to the Village of DeForest only to the extent that it adjusts extraterritorial jurisdictions between DeForest and Sun Prairie and commits Windsor to a general pattern of future land use between the ‘DeForest South’ Village area, Windsor Road, Portage Road, and Highway 19.” I believe that this is a more complete representation of the Village’s limited role in the Windsor-Sun Prairie-DeForest Cooperative Plan.
7. Chapter 7—Intergovernmental Cooperation, page 55, Village of DeForest section: Please update the “Blueprint DeForest-Village of DeForest Comprehensive Plan” subsection with a new write-up to reflect the updated DeForest Comprehensive Plan, adopted by the Village Board on March 3rd. The current information on page 55 is out of date in a few respects, but should be easy to update with a review of the Land Use chapter of the Village’s updated plan. Please let me know if you need an updated copy; it is in final production.
8. Chapter 7—Intergovernmental Cooperation, page 56, Village of DeForest section: In the “Cooperative Planning Process” subsection, correct the adoption year of the DeForest-Windsor Cooperative Plan to 2010.
9. Chapter 8—Land Use, page 69, Agricultural Area section: Note typo in last paragraph (“not” instead of “ot”). Thank you for inclusion of this paragraph regarding the limitation on deed restrictions/conservation easements south of Smith Road. The Village has a similar provision in its updated comprehensive plan as it affects this area.
10. Chapter 8—Land Use, page 72, Windsor Business Design Standards: Related to the “sign structures” subsection, consider utilizing guidelines similar to the following “Highway 51 Corridor Sign Guidelines” graphic for new commercial and other developments visible from Highway 51. The Village has incorporated this graphic in the Economic Development chapter of its updated comprehensive plan. Such action would seem to continue efforts started with the Cooperative Plan and Highway 51 project (e.g., wayfinding signs) for a relatively unified, high quality appearance along this shared

highway.

Highway 51 Corridor Sign Guidelines	Themes <ul style="list-style-type: none">• Water/movement• Oak savannah/verticality• Farm structures/heritage• Complement public signage	
	Colors and Materials <ul style="list-style-type: none">• Limestone (or similar) base• Shades of bronze, beige & green• Consider metal & modern accents	Messaging and Planning <ul style="list-style-type: none">• Keep lighting subtle and directed to sign• Raised, back-lit solid lettering preferred• Use simple messages and graphics• 15+” font allows legibility at high speeds• Tie in with building & landscape design• Collaborate with neighbors on bigger sign• If different messages anticipated over time, consider variable message sign
<p>The Highway 51 expansion has created an opportunity to enhance the image of the DeForest-Windsor area. With these optional sign guidelines, interested developers and businesses along Highway 51 can contribute. The Village's quantitative sign regulations are in Section 15.08 of the Village zoning ordinance.</p>		<small>Draft February 10, 2014</small>

11. Chapter 8—Land Use, page 76, Future Land Use Plan map: Continue the extraterritorial jurisdiction boundary from Revere Trails all the way south to Highway 19.

12. Chapter 8—Land Use, page 77, Future Land Use Summary Table: Within the development policies of the “Transition Residential” future land use category, consider noting that development of lands mapped under this category is further guided by cooperative plans (and deed restrictions under those plans) with DeForest and Sun Prairie. This future land use category is mapped over the Bear Tree Farms and Revere Trails areas, where this would be an accurate statement and may avoid missteps later.

Thank you for the consideration of these requests. Please let me know if you have any questions. I appreciate the continued opportunity to interact on pending plans!

Sincerely,



Mark Roffers
Village of DeForest Planning Consultant

Cc: Steve Fahlgren
Rachel Holloway
Jamie Rybarczyk



Dane County Planning and Development Department

Room 116, City-County Building, Madison, Wisconsin 53703

Fax (608) 267-1540

www.countyofdane.com/plandev/

April 27, 2015

Amy Anderson Schweppe
Town of Windsor Planning and Development
4084 Mueller Road
DeForest, WI 53532

Dear Amy,

Thank you for the opportunity to review the town plan amendment. I reviewed the version available on the town's website on April 27, 2015. For reviewing the amendment, I focused on the Agricultural, Natural & Cultural Resources; Intergovernmental Cooperation; Land Use; and Implementation chapters of the plan.

In general, while reviewing town plans, I focus on how the plans are used throughout the town and county approval processes – not just of the plan adoption process, but the rezoning and land division process; and as a resource for the public. In addition, we focus on the impact a plan amendment may have on the Dane County Farmland Preservation Plan, namely on whether or not there is a significant amount of acreage being taken out of the agricultural preservation land use district.

Overall congrats on a great planning effort! A full update, including updating statistics, demographics and mapping; and conducting a planning process with all of the complexities involved with working with neighboring municipalities, is no small feat.

To keep things fairly simple, my comments are organized by Chapter and page number.

Chapter 5 Agriculture, Natural & Cultural Resources

Page 46, Policy number 6. This policy should be reworded. As is, it makes it sound like NR135 does not apply town wide. Perhaps, the wording could say “mineral extraction sites that were abandoned prior to the adoption of NR135” or “portions of sites that were mined prior to August 1, 2001 and did not have a reclamation requirement as part of a CUP”. Or perhaps you could use the language out of NR135 or Chapter 74 of the Dane County Code of Ordinances that states “the requirements of this chapter apply to all operations of nonmetallic mining sites within Dane County operating on, or commencing to operate after August 1, 2001...” I also suggest adding a map of these sites.

Page 47, policy number 9. Because a policy for residential development for this district is described in the Land Use Chapter, you may want to discuss density here. It is not necessary but may prevent potential confusion.

Page 48, policy number 11.d. Typo where “plane” should say “plant”.

Community Development
(608)261-9781, Rm. 362

Planning
(608)266-4251, Rm. 116

Records & Support
(608)266-4251, Rm. 116

Zoning
(608)266-4266, Rm. 116

Chapter 8 Land Use

Page 67, "Morrisonville Growth Area". More detail on how policies for this district would be helpful. What direction should be given when a property owner asks "what can I do with my property". Most likely it is a case by case basis for the town to respond to a particular proposal. If so, explain that here.

Page 69, "Agricultural Area". It appears that this area will also utilize the 1 per 35 policy as the Agricultural Preservation/Agricultural Enterprise Area. If this is the case, this section should refer to Appendix A. This would also mean that Appendix A may need to be edited to reflect that it applies to both land use districts.

Future Land Use Plan map – make sure that the Bear Tree subdivision is updated after the town takes action on this subdivision plat.

Please feel free to contact me at (608) 261-9780, or by e-mail at andros@co.dane.wi.us with any questions about this review, on the plan amendment content, or the approval process. And once again, thank you for the opportunity to review the draft plan amendment prior to town adoption.

Sincerely,

Pamela Andros, AICP, Senior Planner
Dane County Planning and Development

cc: Bob Wipperfurth, Town Chairman, Town of Windsor