



APPROVED

4-28-2015

TOWN OF WINDSOR
PLAN COMMISSION MEETING

Minutes

March 17, 2015

1. Call Meeting To Order.

Meeting convened by Chairperson LeGore at 6:00 p.m.

2. Roll Call.

Commissioners present: Al Davis, Barry Eichinger, David Gaustad, Bill LeGore, and Kay Hoffman. Commissioner Beth Trotter arrived after the meeting started. Commissioner Jeff Heisig was absent.

Others present: Planning and Development Coordinator Amy Anderson Schweppe, Town Engineer Kevin Richardson, Town Attorney Connie Anderson, Town Planner Shaun Mularky, and Town Board Liaison Bruce Stravinski.

3. Recitation Of The Pledge Of Allegiance.

The Pledge of Allegiance was recited.

4. Minutes From February 17, 2015.

A motion was made by Commissioner Davis, seconded by Commissioner Hoffman, to approve the Minutes from the February 17, 2015, Plan Commission meeting as presented. Motion carried with a 5-0 vote.

5. Report From Bruce Stravinski, Liaison To The Town Board.

Supervisor Stravinski advised that at the February 17 meeting the Plan Commission approved the preliminary plat of Wolf Hollow at Pleasant Prairie Creek. That will be coming before the Town Board at its meeting on March 19. The final plat is before the Plan Commission at this meeting.

6. Appearances.

None.

New Business

7. Windsor Golf Ventures, Inc. Requests Approval Of A Final Plat For The Blue Addition To Lake Windsor (Formerly Known As Windsor Blue) A Residential Plat Located In The SW 1/4 Of The SE 1/4 And The SE 1/4 Of The SE 1/4 Of Section 30, In The Town Of Windsor. The Plat Is Further Described As A 13 Lot Subdivision Bordered By Golf Drive To The North, Birch Drive To The East, Oak Lane To The South And Fairway Circle To The West.

a. Public Hearing.

Chairperson LeGore opened the public hearing at 6:05 p.m.

Town Planner Mularky provided a staff report. This is a 13-lot subdivision, with 11 single-family lots and 2 duplex lots. There are two outlots which will be conveyed to Lots 1 and 2 on Golf Drive. The Comprehensive Plan was amended last year to allow residential development. The single-family lots will be zoned R-1, with the duplex lots being zoned R-3A. There will be no sidewalks. The developer will be paying fees in lieu of the sidewalks due to the topography of the land.

Town Engineer Richardson indicated his comments were the same as with the preliminary plat. This subdivision will be served by two sanitary districts. The lots on the south side of the plat will have sewer along with wells. The town has received the storm water management plans which were approved by Dane County. There is a plan for the preservation of the trees. The petitioner will try to save as many trees as they can.

Commissioner LeGore questioned the multi-use path and plans for moving forward on that.

Town Engineer Richardson responded that he looked at the path to see where it would have to run. There is a shallow drainage ditch. Going inside the drip-line of the trees would probably damage the trees. The town came to an agreement with the developer whereby he will pay what would have been the cost to install the sidewalks. The town has agreed to use this money for facilities inside the park.

Petitioner Tim Gotzion did not have any comments. He was present to answer questions.

The public hearing was closed at 6:11 p.m.

b. Action (Plan Resolution 2015-02).

A motion was made by Commissioner Davis, seconded by Commissioner Trotter, to approve Plan Resolution 2015-02 Recommending Approval Of The Final Plat Of Blue Addition To Lake Windsor In The Town Of Windsor, Dane County. Motion carried with a 6-0 vote.

8. Windsor Real Estate LLC & Jiah, LLC Request A Certified Survey Map, Rezone And Conditional Use Permit In Order To Reconfigure Lots Located At 4506 Lake Circle In The Town Of Windsor.

a. Public Hearing.

Chairperson LeGore opened the public hearing at 6:12 p.m.

Town Planner Mularky provided a staff report. This involves two lots. The original CSM was done in the 1970s. The current sale of the property is to include the adjacent house. The single-family home is not located on the same lot as the Super 8 Hotel. The property line will need to be adjusted. The newly created Lot 1 will include the hotel and the single-family home. The newly created Lot 2 will be a vacant parcel with access to CTH CV through a 30-foot wide easement agreement.

A short discussion followed regarding § 10.04 of the Dane County Ordinances.

Jim Grothman indicated he had talked to Dane County, and it granted a conditional use permit for a single-family lot. There will need to be a lot line adjustment on the CSM and rezone and a conditional use for the house.

Jim Miller indicated he was the owner of the truck dealership just north and adjacent to the property. He had a question regarding the easement. He also questioned the potential uses on Lot 1, which is zoned C-2, and public street frontage.

The caretaker of the hotel lives in the house.

The public hearing was closed at 6:22 p.m.

b. Action (Plan Resolution 2015-03).

Commissioner Eichinger had a question regarding the residence.

Planner Mularky responded it would be a conditional use in C-1.

Town Attorney Anderson stated she would ask to have the use of the house noted when there is Town Board action and the conditions that the town would have for that conditional use—that it is appropriate for a caretaker.

Supervisor Stravinski added that he was on the Town Board at the time this matter came before the Town Board and that the use of the house was only for the caretaker.

A motion was made by Commissioner Eichinger to approve Plan Resolution 2015-03 Recommending Certified Survey Map (CSM), Rezone And Conditional Use Permit (CUP) to Reconfigure Lots. Town Attorney Anderson suggested that the condition be added that the house be for the use of the caretaker of the hotel only. Commissioner Eichinger accepted this amendment. The motion was seconded by Commissioner Davis. Motion carried with a 6-0 vote.

9. Wolf Hollow Environmental Corridor Amendment (Plan Resolution 2015-04).

Town Engineer Richardson explained that this involves proposed adjustments to the environmental corridor based on the soils and vegetation. He asked that the Plan Commission approve the amendment to the environmental corridor pending approval from CARPC. This is a housekeeping issue for this plat.

A motion was made by Commissioner Davis, seconded by Commissioner Hoffman, to approve Plan Resolution 2015-04 Approving An Adjustment To The Environmental Corridor Affecting Portions Of The Plat Of Wolf Hollow/Dusky Glen And The Plat Of Wolf Hollow At Pleasant Prairie Creek, A Replat, In The Town Of Windsor, Dane County, Wisconsin. Motion carried with a 6-0 vote.

10. Applicant Neumann Homes And Wolf Hollow Windsor, LLC Are Requesting Approval Of A Final Plat For Wolf Hollow At Pleasant Prairie Creek. The Final Plat Is A Re-Plat Of Portions Of The Plats Of Wolf Hollow, Pleasant Hill Estates And Prairie Creek In The Town Of Windsor. The Plat Location Is Predominantly In The Southeast 1/4 Of Section 29 In The Town Of Windsor And The Northern 1/2 Of The Northeastern 1/4 of Section 32 In The Town Of Windsor.

a. Public Hearing.

Chairperson LeGore opened the public hearing at 6:35 p.m.

A staff report was provided by Planner Mularky. This was originally platted in 2005 with a temporary storm water basin and then it sat dormant for many years. The wetland boundaries changed over time. The lots are being reconfigured to make more sense of the existing drainage patterns. There was a reduction in lots from 81 to 61. The lots and road patterns are being reconfigured. The only issue the town had was regarding the naming of some of the roads. Original Outlots 3, 4, 5, and 6 were dedicated to the town, and they will be turned back to the developer as part of this replat.

Town Engineer Richardson stated his engineering comments are the same as with the preliminary plat. The town is working through issues with the developer on the storm water

easements and size of the detention basin. The amount of open space and the amount of parkland may change. Additional soil borings were taken, but the work is not yet finished. The basins may expand in open spaces. There is a path system. The town needs to hear from CARPC in order to proceed and finalize the documents.

Don Esposito was present representing the applicant and available to answer questions.

Scott Bradley, 6675 Wolf Hollow Road, had a question regarding road connections. They were explained to him using the overhead map.

Commissioner LeGore closed the public hearing at 6:45 p.m.

b. Action (Plan Resolution 2015-05).

A motion was made by Commissioner Eichinger, seconded by Commissioner Gaustad, to approve Plan Resolution 2015-05 Recommending Approval Of The Final Plat Of Wolf Hollow At Pleasant Prairie Creek, A Replat Of Portions Of The Plats Of Wolf Hollow, Pleasant Hill Estates And Prairie Creek In The Town Of Windsor, Dane, County, Wisconsin. Motion carried with a 6-0 vote.

11. Staff Comments.

Amy Anderson Schweppe reminded the Plan Commission members that there will be a change in the next meeting date. It will be held on April 28, 2015, at 6:00 p.m.

12. Adjournment.

At 6:47 p.m., a motion was made by Commissioner Eichinger, seconded by Commissioner Trotter, to adjourn the Plan Commission meeting. Motion carried with a 6-0 vote.

Respectfully submitted,



Ellen G. Teed
Recording Secretary