

TOWN OF WINDSOR  
PLAN COMMISSION MEETING

 APPROVED  
6-17-2014

Minutes

May 20, 2014

1. Call Meeting To Order And Roll Call.

Meeting convened by Chairperson LeGore at 6:00 p.m. Commissioners present: Barry Eichinger, Jeff Heisig, Kay Hoffman, Bill LeGore, Beth Trotter, and Dan Wendtland. Alvin Davis had an excused absence. Others present: Planning and Development Coordinator Amy Anderson Scheppe, Town Engineer Kevin Richardson, Town Attorney Connie Anderson, and Town Planner Jamie Rybarczyk.

2. Recitation Of The Pledge Of Allegiance.

The Pledge of Allegiance was recited.

3. Election Of Chair For The Plan Commission.

4. Election Of Vice-Chair For The Plan Commission.

Commissioner Wendtland made a motion, seconded by Commissioner Trotter, to keep the same Commissioners in the positions of Chair and Vice-Chair of the Plan Commission. Motion carried with a 6-0 vote.

5. Minutes From April 22, 2014.

A motion was made by Commissioner Hoffman, seconded by Commissioner Wendtland, to approve the Minutes of April 22, 2014, as presented. Motion carried with a 6-0 vote.

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

Supervisor Stravinski congratulated the Chair and Vice Chair on being re-elected.

He reported on the following:

- The Town Board approved the CSM for Richard Potthast.
- The CSM for Amundson was approved.

The Town Board approved the above two CSMs with only one change and that change was that the Town Board added to the resolutions a waiver of park fees in that they were just lot line adjustments.

- The Town Board approved the sign height for Speedway.
- Access to the two lots on Gray Road was changed to allow separate driveways.
- Board of Review was held earlier in the day, and there were no objections to any of the assessments.
- The Town Board put out a press release last Friday stating that it would like to analyze the future governmental structure of the town of Windsor. There are three options: (1) make no changes; (2) either merging or consolidating with the village of DeForest; (3) incorporating and changing from a town to a village.

Right now, the town's emphasis will be on incorporation. About 14 years ago the town went through the process of merger with the village, and Windsor knows the issues. There will be a lot of Town Hall meetings. The first will be with all the committees and commissions of the town to discuss with them the option of what this means to the town. The public is invited. The town is also planning on meetings with its neighboring communities. On May 28, there will be a joint meeting between the boards of the village of DeForest and the town of Windsor at the library in DeForest from 6:00 p.m. to 8:00 p.m. The public is invited.

7. Appearances.

None.

8. Rick And Mary Herschleb (4389 County Highway DM) Request Consideration Of A Certified Survey Map And Rezone In Order To Separate An Existing Residence From The Remaining Agricultural Lot.

a. Public Hearing.

Chairperson LeGore opened the public hearing at 6:10 p.m.

Town Planner Rybarczyk indicated the applicants are proposing a two-lot CSM. Lot sizes would be 2.37 acres and 29.43 acres. The applicants are looking to split out the existing residence and have one lot for sale to their daughter. Lot 1 will be zoned A-2(2), and Lot 2 will be rezoned A-2. The rezoning will be in unison with Dane County. Lot 1 will be a flag lot, and Windsor does allow flag lots. There is nothing that says there cannot be a flag lot. However, in the appendix to the Comprehensive Plan it is stated that flag lots are strongly discouraged. Town Planner Rybarczyk did not feel this was contrary to the town's Comprehensive Plan.

Tim Paulson, representing the applicants, did not have any problems with Town Planner Rybarczyk's characterization of the request.

Chairperson LeGore closed the public hearing at 6:14 p.m.

b. Plan Res. 2014-12.

Commissioner Eichinger had a question regarding Lot 1.

Mr. Paulson indicated it will be zoned A-2 which will allow for a house.

It will remain a single-family residence. Town Planner Rybarczyk indicated that, at a minimum, one more house will be allowed on Lot 2.

A motion was made by Commissioner Wendtland, seconded by Commissioner Heisig, approving Plan Commission Resolution 2014-12 recommending approval of a certified survey map and rezone in order to separate an existing residence from the remaining agricultural lot. Motion carried with a 6-0 vote.

9. James Belda (3840 County Highway V) Requests Consideration Of A Certified Survey Map To Adjust Property Boundary To Accommodate An Attached Garage.

a. Public Hearing.

Chairperson LeGore opened the public hearing at 6:16 p.m.

Town Planner Rybarczyk provided comments. This is more of a lot line adjustment, doing it by means of a two-lot CSM. Lot 1 is the larger lot at 37.44 acres, and Lot 2 will be .733 acres. Zoning for Lot 1 is A-1EX, and zoning for Lot 2 is R-1. The reason for the lot line adjustment is to add to the residence an attached garage. Staff is recommending that the town waive fees in lieu of parkland in that this is just a lot line adjustment.

Mr. Belda was present and indicated they were updating the house and wanted to add an attached garage.

The public hearing was closed at 6:19 p.m.

b. Plan Res. 2014-13.

A motion was made by Commissioner Heisig, seconded by Commissioner Hoffman, to approve Plan Commission Resolution 2014-13 recommending approval of a certified survey map to adjust the property boundary line to accommodate an attached garage.

Chairperson LeGore asked how this would affect the alignment of the other buildings.

The lot line adjustment will not go through any structures. Three of the structures shown on the overhead photo have been razed.

Motion carried with a 6-0 vote.

10. Wolf Hollow Windsor LLC Requests Consideration Of A Certified Survey Map In Order To Adjust Lot Lines For Lots 71, 72, 73, 74 & 75 On Dusky Glen (Dusky Glen CSM).

a. Public Hearing.

Chairperson LeGore opened the public hearing at 6:25 p.m.

Town Planner Rybarczyk provided a staff report. There is an existing CSM for the Wolf Hollow plat. The developer is planning to do a series of lot line adjustments on the east and west sides of the Dusky Glen cul-du-sac. They are combining Lots 71 and 72 into a new Lot 4. Lots 73, 74, and 75, will now be Lots 1, 2, and 3. As development continues, they will be improving their storm water management. Some changes are being made, and they are being compensated by the CSM. This matches the subdivision ordinance and stays within the zoning district. Staff and the Town Chairperson have a meeting with the developer on May 22.

Town Engineer Richardson showed the location of the subject property on the screen.

Commissioner Eichinger stated that it was unusual to have roads front on two streets.

Town Engineer Richardson responded. Steamer Pass will more than likely be vacated.

Don Esposito was present representing the applicant. They are only asking for lot line adjustments at this time. The wetlands did not exist when the property was platted ten years ago. The wetlands have moved and need to be redelineated. It makes good sense for consistency. The developer could have not asked for any changes and built smaller homes.

Mike Franze, 6668 Wolf Hollow Road, spoke. He lives on the last developed lot on Wolf Hollow. Since he bought his house two years ago, there is a huge runoff in the spring, especially with the work on Highway 51. He described where the water comes from. It can be as wide as eight feet and as deep as three feet. He has a concern about future runoff.

Mr. Franze indicated that the town response has been outstanding in connection with his inquiries.

Mr. Esposito indicated this will be a cooperative effort to make this work.

Chairperson LeGore closed the public hearing at 6:55 p.m.

b. Plan Res. 2014-14.

A motion was made by Commissioner Eichinger, seconded by Commissioner Heisig, to approve Plan Commission Resolution 2014-14, recommending approval of a certified survey map (referred to as “Dusky Glen East CSM”) in order to adjust lot lines for Lots 71, 72, 73, 74 & 75 of the Plat of Wolf Hollow in the town of Windsor, Dane County, Wisconsin. Motion carried with a 6-0 vote.

11. Wolf Hollow Windsor LLC Requests Consideration Of A Certified Survey Map In Order To Adjust Lot Lines For Lots 76, 77, 78 & 79 On Dusky Glen (Dusky Glen West CSM).

a. Public Hearing.

Chairperson LeGore opened and closed the public hearing at 6:56 p.m.

b. Plan Res. 2014-15.

A motion was made by Commissioner Hoffman, seconded by Commissioner Eichinger, to approve Plan Commission Resolution 2014-15, recommending approval of a certified survey map (referred to as “Dusky Glen West CSM” in order to adjust lot lines for Lots 76, 77, 78 & 79 of the Plat of Wolf Hollow in the town of Windsor, Dane County, Wisconsin. Motion carried with a 6-0 vote.

12. Review Of DeForest Comprehensive Plan Amendments.

Town Planner Rybarczyk provided a report. He indicated he had commented several months ago regarding the Land Use amendments the village of DeForest was doing. They would like to move forward on their Land Use chapter. He did not think there was anything out of the ordinary to mention. Basically, the village has taken a stance that anything in its ETZ area will match the adjacent area. They are making some changes on the west side of Highway 51. They are opening up the first 400 feet on North Towne Road for commercial development. Areas of conflict included Highway 51 and Grinde Road, the northwest and northeast corners. DeForest wanted it in AG preservation. Windsor has it as commercial opportunity/residential opportunity. The town is in the process of updating its Comprehensive Plan and Land Use Map.

13. Adjournment.

At 7:15 p.m., a motion was made by Commissioner Eichinger, seconded by Commissioner Hoffman, to adjourn the meeting. Motion carried with a 6-0 vote.

Respectfully submitted,



Ellen G. Teed  
Recording Secretary