

Town of Vienna
Plan Commission Minutes
January 14, 2013

The Town of Vienna Plan Commission meeting was called to order at 7:00 P.M. by Chairman Walter Meinholz. Commissioners Tom Midthun, Greg Smithback, Jerry Marx and Clerk Shawn Haney were present. Commissioner Todd Mallon was excused. Also present: Richard Jensen, Eric Henningsgard and Jason Jackson.

Motion by Smithback, 2nd by Marx to approve the minutes of the December 10, 2012 Plan Commission meeting. 4-0 yes.

Public Comment - None

Jensen CSM – Richard Jensen was present and the Commission reviewed the Certified Survey Map. Clerk Haney explained that the Village of DeForest required that the language about their tree preservation ordinance be listed on the CSM. DeForest Zoning Administrator Mike Centinorio reviewed the site and he doesn't think that it will hit the 30% requirement that would trigger the planting of new trees. A map was presented showing the 75 acres that will be deed restricted. Motion by Marx, 2nd by Midthun to recommend approval of the CSM to the Town Board. 4-0 yes.

Town of Vienna CSM – Jason Jackson and Eric Henningsgard were present to discuss the Town Hall project. 3 items to be discussed: Zoning change, CSM and Conditional Use Permit. There was discussion about the project, the site plan, parking, stormwater, vision corner for Norway Grove Road and the criteria for the Conditional Use Permit. Motion by Meinholz, 2nd by Smithback to recommend approval of a 2-lot CSM with lot 1 zoned C-1, lot 2 zoned A-4 and approval of the Conditional Use Permit for Government Buildings. 3-0 yes with Tom Midthun abstaining. Note: if changes to the CSM are made by Dane County, it will come back to the Plan Commission for review.

Zoning Code Update – Dane County had asked for comments or suggestions on future zoning code updates. Plan Commission members did not have any information to forward.

Draft Fee Schedule – Plan Commission members reviewed a draft fee schedule for Commercial and Residential Development and Conditional Use Permits. Ordinance 3-18-02-1 was reviewed and it was discovered that it is not being followed. The Clerk will consult with Attorney Mitby and the board about making changes to the fee schedule and the ordinance.

Development Application – A draft of changes to the Development Application was reviewed. It had the review fees removed from the document and placed on a separate schedule that would be reviewed every 2 years, in odd numbered years. A suggestion was made to increase the extra meeting fee from \$100 to \$175 to reflect actual meeting costs. Discussion was also held about when materials need to be submitted to the town. The current application states 20 days and it is not being followed. It was agreed that 10 days is sufficient and the materials will be forwarded to Plan Commission members 10 days in advance.

Previous Projects – The sewer dedication for Lantern Hollow was accepted by the Town Board on 01/07/2013. No word on the status of the Nature Valley Addition. Dean Manteufel sold DeForest

Self Storage to James Lindau. They have not applied for the building permit to expand yet. Inguran has not applied for the building permit to start construction on their new building. Inguran has purchased a 260 farm south of their current facility on Hickory Lane.

Next meeting – The next regular Plan Commission meeting will be held on Monday February 11, 2013 at 7:00 P.M. at the Vienna Town Hall.

Meeting adjourned at 8:55 P.M.

Recorded by: Shawn Haney, Town Clerk/Manager

These draft minutes are subject to approval at the February 11, 2013 Plan Commission meeting.