

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Jt. Plan Commission and Town Board Meeting
September 9, 2024, at 6:00 pm

The Bristol Town Board and Planning Commission will hold a Joint meeting on Monday, September 9, 2024, at 6:00 p.m., located at the Bristol Town Hall, 7747 County Road N, Sun Prairie WI 53590.

AGENDA

- I. Order of Business
 - a. Call to Order
 - b. Pledge of Allegiance
 - c. Approval of Minutes: August 15, 19, 23 & 26 2024, Meetings
 - d. Approval of Check Register & Treasurer's Report for August 2024
- II. Public Comment – Items Not on The Agenda
- III. Parks Committee Report
- IV. Chairperson Report
- V. Business for Planning Commission & Town Board
 - a. Discuss/Consider Zoning Change/C.U.P. Review for Parcel 0911-292-8080-5, 2825 Happy Valley Rd Rezone from A-1(EX)(Legacy) to SFR and C.U.P Approval to add plumbing fixtures to a new accessory structure.
- VI. Business for Town Board
 - a. Discuss/Consider Drainage Options Along 6697 Twin Lane Rd South to Parcel #0911-253-8551-0
 - b. Discuss/Consider Amendment Approval of Zoning Ordinance 1.0620, Home-Based Business: Secondary Standards
 - c. Discuss/Consider Approval of Road Line Painting Quote from Dane County Hwy Dept. for Sections of Egge Rd, N. Bird St, Happy Valley Rd and Vinburn Rd
 - d. Discuss/Consider Election Systems & Software Quote for Rental of DS200 Machine for the November 5, 2024, Election
- VII. Set Future Meetings and Agendas
- VIII. Adjourn.

Notice is hereby given that it is possible that a majority of the Town Board or other governmental body may be present at the above meeting of the Town Board to gather information about a subject over which they have ultimate decision-making responsibility. If such a majority is present, it will constitute a meeting of the Town Board or other governmental body under Wisconsin's Open Meeting Laws and is hereby being noticed as such, although only the Planning Commission and Town Board will take formal action at the above meeting.

Any person who has a qualifying disability as defined by the American with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the clerk at 608-837-6494, 7747 County Road N, Sun Prairie, WI 53590, at least 24 hours prior to the meeting so the necessary arrangements can be made to accommodate each request.

Kim Grob, Town Clerk-Treasurer
Certified Posting: 9-6-2024 Town Hall and website.

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Town Board Meeting
August 15, 2024, at 9:00 am

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 9:02am by Chairman Derr. Board Members Present – Derr, Grove and Willison. Sign-in sheet on file in Clerk's office.

BUSINESS FOR PLANNING COMMISSION & TOWN BOARD

a. DISCUSSION/CONSIDER FINALIZING WORK FOR THE TWIN LANE ROAD PROJECT

Finalizing of the project was discussed with listing the punch lists items and the reclamation of the ditches. Ditches were shaped and smoothed earlier in the project with weeds now growing. MSA recommended mowing the weeds and spot seeding where needed instead of re-working everything and then seeding down. The town would get credit for this item. MSA submitted a preliminary pay order.

b. DISCUSS/CONSIDER 6697 TWIN LANE ROAD WATER DRAINAGE

Discussion occurred regarding the flooding during heavy rains at the corner of Twin Lane Rd and Greenway. Joe DeYoung from MSA is putting together a plan/design quote that may help. All ayes, motion carried.

c. DISCUSS/CONSIDER SECURITY CAMERA SYSTEM INSTALLMENT FOR TOWN HAL AND RECYCLE CENTER

Security camera quote from Eye-See-You was discussed. The cameras would be accessed remotely through an app. Motioned by Grove and seconded by Willison to approve Eye-See-You quote for the four-camera quote to be installed at the town hall/shop and recycle center. All ayes, motion carried.

ADJOURN

Motioned by Grove and seconded by Willison to adjourn at 11:08pm. All ayes, motion carried.

Submitted by Kim Grob, Clerk-Treasurer

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Town Board Meeting
August 19 2024, Immediately Following Public Hearing

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 6:48pm by Chairman Derr. Board Members Present – Derr, Grove and Willison. Planning: Steve Schwartzer, Sandy Dulin, Al Rogers, Travis Larson, Chuck Kvalo and Brian Willison. Sign-in sheet on file in Clerk's office.

b. PLEDGE OF ALLEGIANCE – RECITED

c. APPROVAL OF MINUTES FROM JULY 8, 2024, JT. PLAN-BOARD MEETING

Board: Motioned by Grove and seconded by Willison to approve July 8, 2024, minutes as written. All ayes, motion carried.

d. APPROVAL OF CHECK REGISTER & TREASURER'S REPORT FOR JULY 2024

Motioned by Willison and seconded by Grove to approve July 2024 check register. All ayes, motion carried. Motioned by Grove and seconded by Willison to approve July 2024 Treasurer's Report. All ayes, motion carried.

PUBLIC COMMENT

Jenny Stebnitz gave an update on her current flooding remediation where she was able to get a hold of the landowner to the west and they are willing to listen to ideas of how to resolve the flooding problem. Joe DeYoung from MSA is putting together numbers on installation of two culverts that may help with the situation.

PARKS COMMITTEE REPORT

Ben Grove reported Mark Jurovic is stepping down from the Parks Committee. A tree grant through Alliant Energy is being pursued to fill some park areas with 6-7' tall trees. Tree trimming is being completed.

CHAIRPERSON REPORT

There was a meeting to finalize the Twin Lane Road project with the contractors. Previous owners to 3057 Viking Pass installed a parking stall with an undersized culvert which has interfered with the drainage swale between the next house at 3063 Viking Pass.

Seal coating of planned roads will begin the last week of August. A meeting is planned with the City of Sun Prairie to finalize the fire service contract.

BUSINESS FOR TOWN BOARD

a. DISCUSSION/CONSIDER OPERATORS LICENSES FOR JENNY SIMON, LAURIE KESSLER, AND TAYLOR DAHL FOR AUGUST 20, 2024 – JUNE 30, 2025

All applicants submitted the required paperwork. Motioned by Grove and seconded by Willison to approve the operator licenses for Jenny Simon, Laurie Kessler and Taylor Dahl contingent all fees are paid. All ayes, motion carried.

b. DISCUSS/CONSIDER QUOTE FROM SKALITZKY DRAINAGE LLC TO REPLACE FIVE CULVERTS ON MULLER RD

Motioned by Willison and seconded by Grove to remove item from being tabled from the July board meeting. All ayes, motion carried. Discussion occurred on the appropriate size of culverts for the waterflow during heavy rains. Motioned by Willison and seconded by Grove to re-table the item until the board can get an explanation from the engineer. All ayes, motion carried.

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Town Board Meeting
August 19 2024, Immediately Following Public Hearing

BUSINESS FOR PLANNING COMMISSION & TOWN BOARD

- a) **DISCUSS/CONSIDER REZONE FOR PARCEL 0911-293-2362-5, 6659 CHEDDAR CREST FROM A-1 (LEGACY) TO SFR**

This rezone is to bring the property into compliance with the town's zoning. Planning: Motioned by Kvalo and seconded by Dulin to recommend the rezone to the board for parcel 0911-293-2362-5, 6659 Cheddar Crest from A-1 (Legacy) to SFR. All ayes, motion carried. Board: Motioned by Willison and seconded by Grove to accept the Planning Commission's recommendation changing the zoning from A-1 (Legacy) to SFR for parcel 0911-293-2362-5, 6659 Cheddar Crest. All ayes, motion carried.

- b) **DISCUSS/CONSIDER APPROVAL OF SPECIFIC IMPLEMENTATION PLAN (SIP) FOR THE PARCEL OF LAND OWNED BY LOV-IT BRANDS CAMPUS LLC AND LOCATED ALONG THE SOUTHEAST SIDE OF US HIGHWAY 151 AT THE INTERSECTION WITH TWIN LANE ROAD, ON 101.290 ACRES, PARCEL NUMBERS: 0911-131-9210-9, 0911-132-9830-8, 0911-133-8000-3, 0911-133-8830-9, 0911-133-9201-8, 0911-133-9230-3 AND 0911-133-9500-6**

Kory Anderson, GEC Zoning Administrator recommended approval of the SIP with the combining of the parcels by CSM and a Developers Agreement. Planning: Motioned by Kvalo and seconded by Rogers to recommend approving to the board the Lov-It Brands Specific Implementation Plan (SIP) contingent on combining all related parcels into one CSM and approval of a developer's agreement. All ayes, motion carried. Board: Motioned by Willison and seconded by Grove to approve the Lov-It Brands Specific Implementation Plan (SIP) contingent on the combining of all related parcels into one CSM and approval of a developer's agreement. All ayes, motion carried.

- c) **OVERVIEW OF DRAFT COMPREHENSIVE PLAN**

Sean Higgins reviewed the draft Comprehensive Plan. A Public Hearing is planned for October.

SET FUTURE MEETINGS AND AGENDAS

September 9, 2024 – Town Board Meeting

ADJOURN

Planning: Motioned by Dulin and seconded by Kvalo to adjourn at 8:07pm. All ayes, motion carried.
Board: Motioned by Grove and seconded by Willison to adjourn at 8:07pm. All ayes, motion carried.

Submitted by Kim Grob, Clerk-Treasurer

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Special Town Board Meeting
August 23 2024, at 6:45 am

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 6:48am by Chairman Derr, located at the Town of Sun Prairie Hall, 5556 Twin Lane Rd, Marshall, WI 53559. Board Members Present – Derr, Grove and Willison. Additional Attendees: Kim Grob, Clerk-Treasurer and resident Doug Tjugum.

BUSINESS

a. DISCUSSION/CONSIDER REPLACEMENT OF FIVE CULVERTS ON MULLER ROAD WITH INSTALLATION BY SKALITZKY DRAINAGE LLC

Discussion occurred on changing culvert sizes for the #2 and #4 placement on Muller Road (culvert placement goes from west to east). Motioned by Willison and seconded by Grove to approve Skalitzky Drainage LLC quote #1086 for Muller Road culvert placement with the changes of #2 to 42" size and #4 to 36" size. All ayes, motion carried.

ADJOURN

Motioned by Willison and seconded by Grove to adjourn at 6:51Am. All ayes, motion carried.

Submitted by Kim Grob, Clerk-Treasurer

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Special Town Board Meeting
August 26, 2024, at 1:00 pm

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 1:00pm by Chairman Derr. Board Members Present – Derr, Grove and Willison. Additional Attendees: Kim Grob, Clerk-Treasurer.

BUSINESS

a. REVIEW AGRICULTURE ROADS IMPROVEMENT PROGRAM (ARIP)

Cedar Corporation, Russ Kiviniemi and Joe Pingel presented arial photos of Bristol Road from Hwy N to Hwy VV, explained the WI DOT Agricultural Roads Improvement Program (ARIP) and how this road would be a good fit for the grant. This program is up to a 90/10 split focusing on agriculture and forage businesses along the route, improving the structure and width of the road. Deadline for the grant application is September 30, 2024. Motioned by Willison and seconded by Grove to approve Cedar Corporation to complete and submit the ARIP grant application for Bristol Road from Hwy N to Hwy VV for \$3,500 All ayes, motion carried.

ADJOURN

Motioned by Willison and seconded by Grove to adjourn at 2:22pm. All ayes, motion carried.

Submitted by Kim Grob, Clerk-Treasurer

The Town of Bristol
Account QuickReport
As of August 31, 2024

Type	Date	Num	Name	Memo	Amount
Liability Check	08/01/2024		QuickBooks Payroll Service	Created by Payroll Service on 07/31/2024	-6,070.18
Liability Check	08/14/2024	E-pay	United States Treasury	39-6005805 QB Tracking # 163720010	-1,893.06
Liability Check	08/15/2024		QuickBooks Payroll Service	Created by Payroll Service on 08/14/2024	-7,535.82
Bill Pmt -Check	08/19/2024	29951	Alliant Energy/WPL	Twñ Hall, Recycle Cntr, Egre Pk, St. Lights, Ice Rink	-1,347.92
Bill Pmt -Check	08/19/2024	29952	APG of Southern Wisconsin	Inv. #28887-0724, Publishing for August Election	-66.30
Bill Pmt -Check	08/19/2024	29953	Associated Appraisal Consultants, Inc.	Inv. #175528 - August Srvcs	-1,409.79
Bill Pmt -Check	08/19/2024	29954	Axley Brynerson, LLP	Inv. #985538 - Review Prairie Pines D.A.	-475.80
Bill Pmt -Check	08/19/2024	29955	CyberReef	Inv. #30587 - July Phone/Internet Srvcs	-60.00
Bill Pmt -Check	08/19/2024	29956	DANE COUNTY TREASURER	January-June 2024 DaneCom	-9,664.49
Bill Pmt -Check	08/19/2024	29957	Dennis Norton	Inv. #24-001 - 2024 Culvert Analysis	-3,293.05
Bill Pmt -Check	08/19/2024	29958	EB3 SNOW REMOVAL LLC	Pearl Court Park Downed Tree Removal	-1,050.00
Bill Pmt -Check	08/19/2024	29959	General Engineering Company	Inv. #75 - June Bldg & Land Use Permits	-7,945.99
Bill Pmt -Check	08/19/2024	29960	Hallman Lindsay	Norway Rd Park Bridge Refinishing	-1,004.85
Bill Pmt -Check	08/19/2024	29961	Horstman Networks	August IT Management & Email Srvcs	-140.00
Bill Pmt -Check	08/19/2024	29962	John Deere Financial	August Statement	-231.64
Bill Pmt -Check	08/19/2024	29963	LRS, LLC	July Srvcs Bristol Gardens & Recycle Center	-438.90
Bill Pmt -Check	08/19/2024	29964	MG&E	July Services	-35.58
Bill Pmt -Check	08/19/2024	29965	Pellitteri Waste Systems	Inv. #5056098 - Aug. Recycle, July Trash	-4,237.01
Bill Pmt -Check	08/19/2024	29966	Sun Prairie Lawn Care LLC	Inv. #16729 - July Srvcs	-3,480.00
Bill Pmt -Check	08/19/2024	29967	Sun Prairie Public Library Foundation	Inv. 2402 - Pledged Library Renovation & Expansion	-30,000.00
Bill Pmt -Check	08/19/2024	29968	Sundance BioClean Inc.	Inv. #2846 - July Srcs	-335.00
Bill Pmt -Check	08/19/2024	29969	Terminator Pest Control, LLC	Inv. #242324 - July Srvcs	-55.00
Bill Pmt -Check	08/19/2024	29970	Thunder Road LLC	Inv. #2902 - Crackfill & Mastic Patch Work	-30,000.00
Bill Pmt -Check	08/19/2024	29971	US Cellular	Inv. #0668185450 - August Srvcs	-64.71
Bill Pmt -Check	08/19/2024	29972	Visa - Cardmember Service	Shop Supplies, Printer Toner	-424.25
Bill Pmt -Check	08/19/2024	29973	Wingra Stone Company	105.91 tn - 1.25" Recycled Asphalt	-767.85
Bill Pmt -Check	08/19/2024	29974	Wolf Paving & Excavating of Madison	Inv. #93683 - 7.37 tn Coldmix	-1,105.50
Liability Check	08/22/2024	DEBIT	North Shore Bank	010-7001187	-100.00
Liability Check	08/22/2024	DEBIT	WRS	69-036-0118-000	-1,841.96
Liability Check	08/22/2024	E-pay	Wisconsin Department of Revenue	39-6005805 QB Tracking # 1420252814	-560.45
Liability Check	08/23/2024	DEBIT	WRS	Pre-Tax Health Ins., Muni Pd Health Ins.	-4,300.52
Bill Pmt -Check	08/26/2024	29975	Dane County Treasurer's Office	2024 Dog License	-3,504.75
Liability Check	08/28/2024	E-pay	United States Treasury	39-6005805 QB Tracking # 413523010	-1,786.70
Liability Check	08/29/2024		QuickBooks Payroll Service	Created by Payroll Service on 08/28/2024	-6,377.67
					<u>-131,604.74</u>

Town of Bristol
Treasurer's Report
August 2024

General Fund

Beginning Balance 08/01/2024			\$43,485.88
Deposits	\$	16,530.57	
Transfer from MM Account	\$	-	
Transfer from ICS Account	\$	215,000.00	
Withdrawals			\$ 250,624.96
Ending Balance 08/30/2024			\$24,391.49

Money Market

Beginning Balance 08/01/2024			\$2,010.33
Interest	\$	0.10	
Transfer to General Fund		\$	-
Ending Balance 08/30/2024			\$2,010.43

ICS Account

Beginning Balance 08/01/2024			\$910,465.33
Interest	\$	3,208.55	
Transfer to General Fund			\$ 215,000.00
Ending Balance 08/30/2024			\$698,673.88

LGIP Fund

General

Beginning Balance 08/01/2024		\$308,068.42
Interest	\$ -	
Ending Balance 08/30/2024		<u>\$308,068.42</u>

Parks

Beginning Balance 08/01/2024		\$86,295.30
Interest Earned	\$ -	
Ending Balance 08/30/2024		<u>\$86,295.30</u>

Equipment

Beginning Balance 08/01/2024		\$4.86
Interest Earned	\$ -	
Ending Balance 08/30/2024		\$4.86

Total Funds As June 30, 2024 \$1,119,444.38

Parks Fund - LGIP	-\$86,295.30
ARPA Funds Available	-\$165,678.71

Total Funds **\$867,470.37**

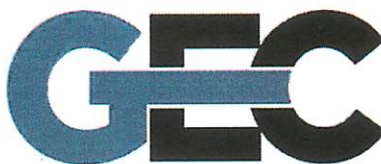
TOWN OF BRISTOL

Cover Sheet for Agenda Packet Section

V. Business

a.

General Engineering Company
P.O. Box 340
916 Silver Lake Drive
Portage, WI 53901



608-742-2169 (Office)
608-742-2592 (Fax)
gec@generalengineering.net
www.generalengineering.net

Engineers • Consultants • Inspectors

ZONING ADMINISTRATOR REVIEW REPORT

TO: Town of Bristol Plan Commission, Town Board, Town Clerk/Treasurer

FROM: Kory D. Anderson, P.E., Town of Bristol Zoning Administrator
Mitchell Bortz, Assistant Town of Bristol Zoning Administrator

DATE: (for) September 9, 2024: Plan Commission Meeting

SUBJECT: Zoning Change/CUP for Knaus
Tax Parcel 0911-292-8080-5

GEC NO.: 2-0124-41L

Background Information

Owner / Applicant: Steve Knaus
2825 Happy Valley Road
Sun Prairie, WI. 53590

Agent or Surveyor: Birrenkott Surveying INC.
P.O. Box 237
1677 N Bristol Street
Sun Prairie, WI 53590

Location: 2825 Happy Valley Road
In part of the NE ¼ of the NW ¼ of Section 29, all in T9N, R11E, Town of Bristol,
Dane County, WI.

Request: Zoning Change Approval/ CUP Approval

Existing Zoning:	<u>Tax Parcel 0911-292-8080-5</u>	<u>A-1(EX) (Legacy)</u>	<u>3.387 Acres</u>
		Total	3.387 Acres

Existing Land Use: There is an existing residential home near the northern section of the property with a paved driveway connecting the house to Happy Valley Road. The parcel is primarily open with very few trees. There are no wetlands, streams, or floodplains associated with the property. There is some minimal sloping terrain.

Adjacent Land Uses: North: Happy Valley Road, Agricultural
West: Residential
East: Residential
South: Hilton Lane, Residential

Proposal

Zoning Change:	<u>Tax Parcel 0911-292-8080-5</u>	<u>SFR</u>	<u>3.387 Acres</u>
		Total	3.387 Acres

Applicant submitted information for a zoning change and a Conditional Use Permit on Tax Parcel 0911-292-8080-5 from zoning A-1(EX) (Legacy) Exclusive Agriculture District to SFR Single Family Residential District in the newer zoning ordinance. The applicant would like to add plumbing fixtures to a new accessory structure, which requires a Conditional Use Permit, which triggers the rezone from Legacy

Portage

Black River Falls

La Crosse



Consulting Engineering • Structural Engineering • Building Design • Environmental Services • Building Inspection • GIS Services
Grants & Funding Services • Land Surveying • Zoning Administration • Mechanical, Electrical, & Plumbing Services



zoning to the newer zoning designation. The SFR zoning also allows the applicant to build an accessory structure taller than what is allowed in Legacy Zoning.

Submittals/Attachments

1. Zoning Change Application, received August 28, 2024.
2. Jurisdictional Review Form, received August 27, 2024.
3. Conditional Use Permit Application, received August 27, 2024
4. Preliminary Map/ Image Descriptions, received August 27, 2024.
5. Land Use Permit Application, received August 27, 2024.
6. Building Permit Application, received August 30, 2024.

GEC reviewed the attachments and the information submitted by the applicant/agent and has the following comments outlined below:

Comprehensive Plan

The planned land use for this parcel is Single Family. I'll always defer to the Town on the history of a property meeting the density requirements and the Agricultural and Rural Lands Preservation Area policy in the Town's Comp Plan. There may be an extraterritorial review authority by the City of Sun Prairie.

Town Ordinances

1. **General – Proposed Accessory Structure**
A zoning change application will be required. The application provides the location of the proposed accessory structure. Site plans have been provided to verify setback requirements from property lines and will be reviewed prior to issuance of a land use permit. Under the Single Family Residential (SFR) zoning district, the size of the accessory structure is limited to the footprint of the principal structure. There are no wetlands, streams, or floodplains associated with the property. There is some minimal sloping terrain. A Dane County Erosion Control Permit and/ or stormwater Permit may be required because the project will be disturbing more than 4,000 square feet of land.
2. **Conditional Use Permit**
"Plumbing Fixtures in Accessory Structures" require a conditional use permit per the Town of Berry's zoning ordinance in residential zoning districts. There are no secondary standards for Plumbing Fixtures in Accessory Buildings.
3. **Well & Septic**
The homeowner will need to verify that the existing well and septic systems can handle the new loadings.

Recommendation

GEC recommends that the Plan Commission conditionally approve the proposed zoning change and Conditional Use Permit for Plumbing Fixtures in an Accessory Structure of Tax Parcel 0911-292-8080-5 from zoning A-1(EX) (Legacy) Exclusive Agriculture District to SFR Single Family Residential District in the newer zoning ordinance, contingent on the following:

1. Town Board discuss any concerns with above comments.
2. Any comments or conditions from the Town Attorney shall be addressed.
3. Applicant obtains a land use permit and building permit for the plumbing in an accessory building.

ZONING CHANGE APPLICATION

TOWN OF BRISTOL • 7747 COUNTY ROAD N • SUN PRAIRIE, WI 53590
PHONE (608) 837-6494 • FAX (608) 834-6494 • www.tn.bristol.wi.gov

PERMIT #:

Permit Fee: \$ _____ Fee Paid: ☐

Approved By: _____

Approval Date: _____ / _____ / _____

Items that must be submitted with your application:

➤ **Written Legal Description of the Proposed Zoning Boundaries**

Legal description of the land that is proposed to be changed. The description may be a lot in a plat, Certified Survey map, or an exact metes and bounds description. A separate legal description is required for each zoning district proposed. The description shall include the area in acres or square feet.

➤ **Scaled Drawing of the Location of the Proposed Zoning Boundaries**

The drawing shall include the existing and proposed zoning boundaries of the property. All existing buildings shall be shown on the drawing. The drawing shall include the area in acres or square feet.

OWNER	AGENT (Contractor, Coordinator, Other)
NAME <u>Steve Knaus</u>	CONTACT NAME <u>Steve Knaus Owner</u>
BUSINESS NAME or CO-OWNER'S NAME (if applicable)	BUSINESS NAME (if applicable)
MAILING ADDRESS <u>2825 Happy Valley Rd</u>	MAILING ADDRESS
CITY, STATE, ZIP <u>Sun Prairie WI 53590</u>	CITY, STATE, ZIP
DAYTIME PHONE # <u>608 575 8008</u>	DAYTIME PHONE #
EMAIL <u>Steve@weyauwegachese.com</u>	EMAIL

LAND INFORMATION	
Town: <u>Bristol</u>	Parcel Numbers Affected: <u>0911 292 90805</u>
Section: _____	Property Address or Location: <u>2825 Happy Valley Rd</u>
Zoning District Change (To / From / # of acres) <u>Bristol Single Family From</u>	
<u>Dane County</u> <u>fr. A-1</u> <u>to: SFR</u>	
Soils classification of area (percentages) Class I Soils: _____ % Class II Soils: _____ % Other: _____ %	
Narrative: (reason for change, intended land use, size of farm, time schedule)	
<input type="checkbox"/> Separation of buildings from farmland <input type="checkbox"/> Creation of a residential lot	
<input checked="" type="checkbox"/> Compliance for existing structures and/or land uses <input type="checkbox"/> Other	
<u>Adding detached garage w/ bathroom</u>	
I authorize that I am the owner or have permission to act on behalf of the owner of the property.	
Signature: <u>[Signature]</u>	Date: <u>8/28/24</u>

CONDITIONAL USE PERMIT

Town of Bristol Conditional Use Permit

2024-1 Knaus CUP #1

The Town Board of the Town of Bristol does hereby:

GRANT Conditional Use Permit

CUP #1 for Plumbing Fixtures in Accessory Building

in accordance with the Town of Bristol Comprehensive Plan and Zoning Code.

EFFECTIVE DATE OF PERMIT:

September 9, 2024

The conditional Use Shall Be Located on the Property Described as Follows:

Tax Parcel 0911-292-8080-5, 2825 Happy Valley Road, Sec 29-9-11 part in NE 1/4 of NW 1/4, Town of Bristol, Dane County, Wisconsin.

CONDITIONS:

- 1) Conditional Use Permit shall be for Plumbing Fixtures in Accessory Building.
- 2) Installation of plumbing fixtures does not authorize use of an accessory structure for human habitation.
- 3) Plumbing fixtures shall drain to an approved on-site waste treatment system or sewer and shall meet all plumbing code requirements.
- 4) A building permit shall be obtained for all plumbing improvements or modifications.

1. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, comfort, or general welfare.
2. The uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by establishment, maintenance, or operation of the conditional use.
3. The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
4. That adequate utilities, access roads, drainage and other necessary site improvements have been or are being made.
5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
6. The conditional use shall conform to all applicable regulations of the district in which it is located.

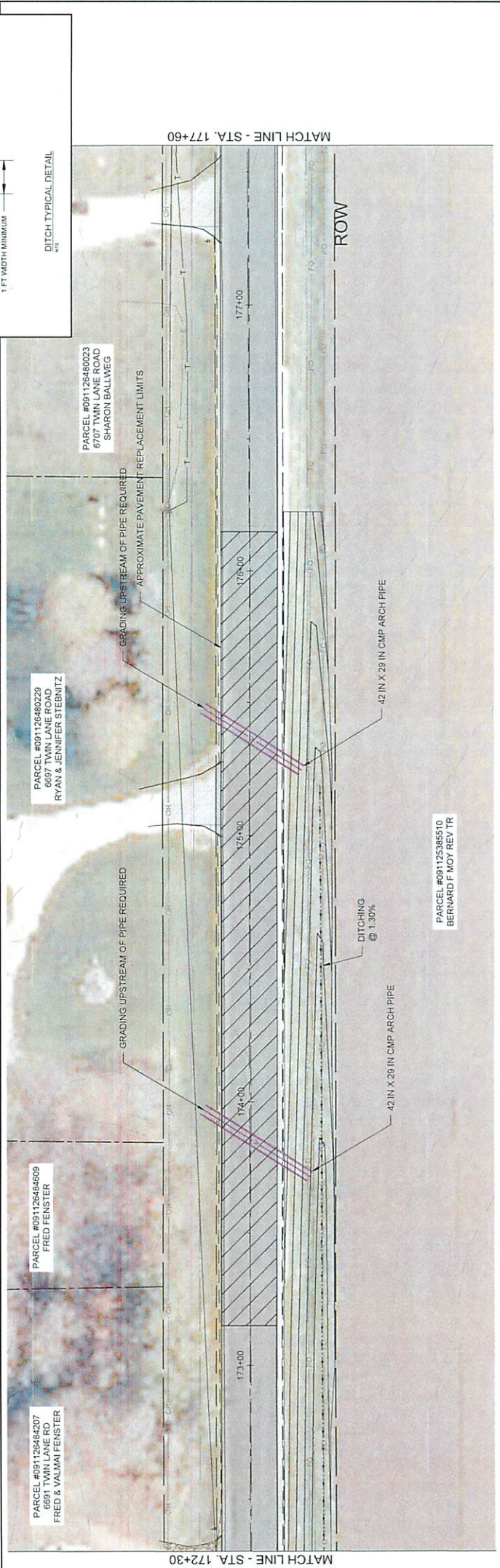
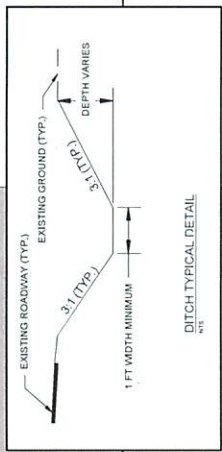
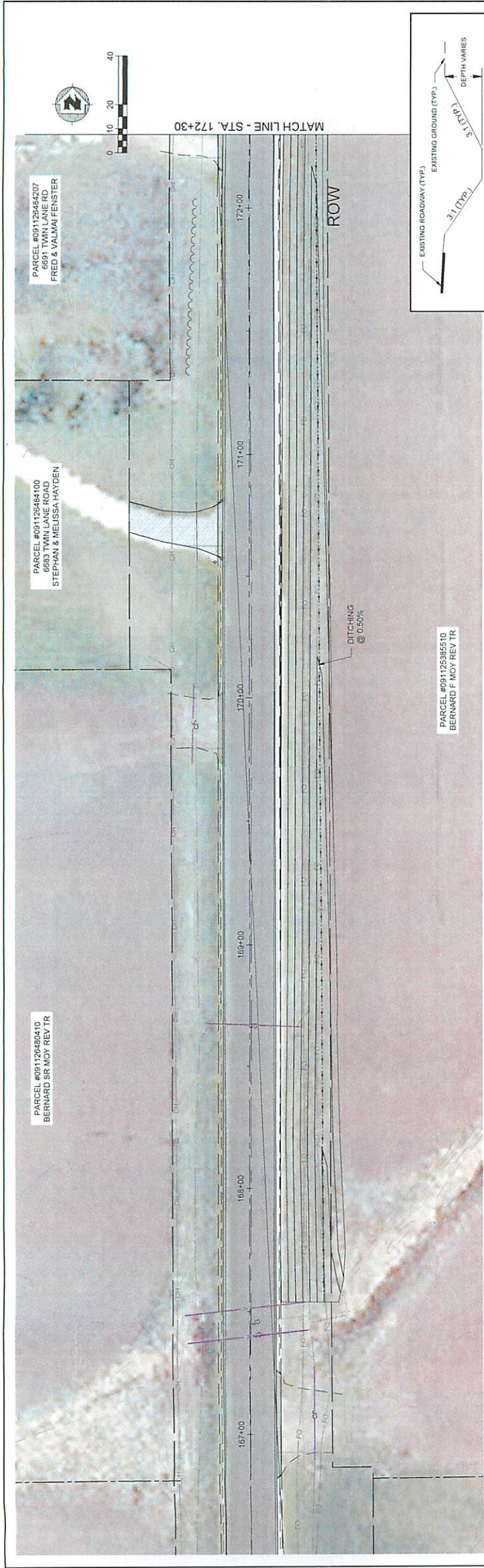
Expiration of Permit

Per Town of Bristol Zoning Code, Subchapter IX, 1.095: If a use or activity associated with a previously approved conditional use ceases for 365 days or more after first being established on the property, the use will be deemed to have been terminated and the property owner or authorizing agent must reapply and obtain another conditional use before recommencing the use or activity.

TOWN OF BRISTOL
Cover Sheet for Agenda Packet Section

VI. Business

a.



PROJECT DATE										DRAWN BY MMW		NO.		DATE		REVISION		<div> MSA ENGINEERING ARCHITECTURE SURVEYING FUNDING PLANNING ENVIRONMENTAL 1702 Parkway SE Madison, WI 53704 (608) 242-7779 www.msa-ps.com. <small>© MSA Engineering & Architecture, Inc.</small></div>		TWIN LANE ROAD TOWN OF BRISTOL DANE COUNTY, WISCONSIN		PRODUCT NO. 07530019	
										DESIGNED BY MMW						PRELIMINARY FLOODING INVESTIGATIONS		MMW				sheet EX1	
PLOT DATE: 10/20/24 8:07 AM Terms & Conditions: https://www.msa-engineering.com/terms-and-conditions Documents: https://www.msa-engineering.com/documents Flood Investigation Complete																							

TOWN OF BRISTOL
Cover Sheet for Agenda Packet Section

VI. Business

b.

Town of Sun Prairie

5556 Twin Lane Road
Marshall, WI 53559
Phone 608-837-6688

*Lyle Updike, Chairman
Doug Yelk, Supervisor
Joe Seltzner, Supervisor
Rhonda Wiedenbeck, Clerk
Kay Weisensel, Treasurer
Josh Miller, Constable*

August 27, 2024

Dear Members of the Town Boards, Zoning Administrator and Attorney Hazelbaker,

I am writing to present a proposal for amending Chapter 1.0620, Home-based business: secondary standards, of our Zoning Ordinance. I would like to add a Section (4) to our townships' regulations. This amendment aims to address the upcoming transition to current zoning regulations and provide a framework for the inclusion of numerous properties that will fall under the category of larger scale home-based businesses. By implementing this amendment, we can ensure a smooth transition for property owners, prevent any compliance issues during the zoning update process, and maintain the townships' authority through the use of conditional use permits.

Under the Legacy Zoning regulations, spot zoning was permissible. However, the recently enacted zoning ordinance stipulates that only one zoning designation is permitted per parcel. This can and will result in significant conflicts with numerous parcels within our municipalities. I contend that the implementation of this revised zoning framework would facilitate the resolution of these conflicts in a more efficient manner.

As our townships move forward with updating the zoning regulations, it is essential to consider the properties that will be designated as larger scale home-based businesses. To accommodate these businesses, we propose the inclusion of a framework within our zoning regulations. This framework will provide property owners with a designated space to operate their home-based businesses, ensuring compliance with the current zoning requirements. However, it is crucial to note that the townships will still retain the final say through the use of Conditional Use Permits.

The proposed amendment seeks to establish a clear pathway for property owners who will fall under the category of larger scale home-based businesses after the zoning update. By incorporating Conditional Use permits into the amendment, we strike a balance between providing opportunities for business growth and maintaining the townships' oversight and decision-making authority. This approach ensures that the townships can carefully evaluate and grant permits based on specific conditions and considerations.

Moreover, by proactively addressing the issue of compliance for larger scale home-based businesses, we minimize potential conflicts and legal complications that may arise during the transition period. The inclusion of Conditional Use permits allows the townships to assess the suitability of each individual business proposal and ensure that it aligns with the community's values, zoning objectives, and overall vision for development. This ensures that the townships retain control over the approval process while providing opportunities for economic growth.

Additionally, the proposed amendment recognizes the significance of these larger scale home-based businesses in our townships' growth and development. By providing a framework for their inclusion, we encourage entrepreneurship and economic prosperity. These businesses contribute to our local economy, create employment opportunities, and enhance the overall vibrancy of our townships, by incorporating Conditional Use permits, we ensure that the townships maintain their final say in the approval process, safeguarding community interests.

In conclusion, the proposed Section (4) amendment to Chapter 1.0620, addresses the imminent changes in zoning regulations and provides a framework for larger scale home-based businesses.

I kindly request the consideration and support of the Township Boards in adopting this amendment, which strikes a balance between supporting business growth and maintaining the townships' authority.

Thank you,

Doug Yelk, Supervisor
Town of Sun Prairie

(4) Larger Scale Home-Based Businesses;
A Conditional Use and Land Use Permit is required.

Larger-scale home-based businesses which exceed the restrictions of subsec. (3) may be permitted as an accessory use to an existing residential use on the same lot or parcel in the EA, RC, AG and SFR over 3 acres, zoning districts provided they comply with the following standards and after the approval of a conditional use by the Town Board and a Land Use Permit has been issued by the Town Zoning Administrator.

(a) Number of employees shall be determined by the Town Board.

(b) The floor area to be utilized by the large scale home-based business will be determined by the Town Board through a Conditional Use Permit.

(c) Any structural addition to the home for the purposes of operating a home-based business shall be designed, and appear residential in character, so that the addition can readily be repurposed for residential uses at such time that the home-based business is no longer operating.

(d) Retail sales or services shall be of goods grown, produced, assembled, or for services rendered on the premises. Sales of products not produced on the premises are permitted only when these sales are incidental to, and part of, the principal function of the home-based business.

(e) Outdoor storage shall be determined by the Town Board.

(f) The home-based business shall not cause any odor, dust, smoke, vibration, lighting, or noise that can be detected beyond the property line.

(g) All mechanical equipment used in conjunction with the home-based business shall be operated within a structure, without a Conditional Use Permit.

(h) Removed

(i) The home-based business shall not require any business related vehicle visits by delivery trucks or vehicles with a rated gross vehicle rate capacity in excess of 45,000 pounds, according to the manufacturer's classification. The business shall not have more than 6 business related vehicle deliveries per week.

(j) The home-based business shall not exceed 10 patron or business related vehicles per day, or a maximum of 50 patron vehicles per week, whichever is greater. Not more than 10 patron vehicles shall be present at one time, and the proprietor will provide adequate off-street parking on the property where the use is located. Unless permitted by Conditional use.

(k) The hours of operation of the business involving visitors or employees shall be between the hours of 8:00 a.m. and 5:00 p.m. without a Conditional Use Permit.

(l) No hazardous substances shall be used or stored as part of a home-based business except normal use for household purposes.

(m) There shall be no evidence of a home-based business other than a sign consistent with the requirements of Subchapter VII, which indicates that a dwelling or accessory building is being utilized in part for any purpose other than a dwelling or accessory building.

TOWN OF BRISTOL
Cover Sheet for Agenda Packet Section

VI. Business

c.

Clerk Treasurer

From: Peterson, Robert <Peterson.Robert@danecounty.gov>
Sent: Wednesday, August 7, 2024 3:04 PM
To: Clerk Treasurer
Subject: Dane County Paint 5.2 miles of road to paint for Town of Bristol

Hi Kim this is an approx. cost for center line and edge line to be painted on the roads you listed
Find center on all roads and zone them Approx. 1,837
Paint centerline with zones put in and edge line Approx. $6,932 + 1,837 = 8769$
Paint center line only with zones put in Approx. $4,466 + 1,837 = 6303$

There are a some variables on these cost if there is a lot of double yellow could cost more than if there's a lot of skip dash. The mil rate or thickness that we apply it. How quick it dry's as to how fast we can pick up cones. Some of these things I can't determine until we zone the road as to how much will be double yellow or not I hope this helps

Robert Peterson
Dane County Highway Dept.
Traffic Paint Crew leader
2302 Fish Hatchery Rd
Madison WI 53713-2495
Peterson.Robert@danecounty.gov
Cell (608) 575-5209

Sent Securely via TLS from County of Dane by **Proofpoint**

Thank you for taking a look at Bristol's road marking needs. The locations are below and if you have any questions feel welcome to contact me.

Egre Road: County Rd N (heading west) to Village of Windsor Line (3129 Egre Rd)
N. Bird Street: Egre Rd to Happy Valley Rd
Happy Valley Road: County Rd N (heading west) to Village of Windsor Line (Angelica Trail)
Vinburn Road: County Rd N (heading west) to Village of Windsor Line (Mile Rd)

Thank you.

Kim Grob, Clerk-Treasurer
Town of Bristol, Dane County
7747 County Road N, Sun Prairie, WI 53590
Phone: 608-837-6494
Email: clerktreasurer@tn.bristol.wi.gov
Website: www.tn.bristol.wi.gov

TOWN OF BRISTOL
Cover Sheet for Agenda Packet Section

VI. Business

d.

Town of Bristol, Wisconsin (Dane) Rental Proposal Quote

Submitted by Election Systems & Software

Rental Solution Includes:

Quantity	Item Description	Unit Price	Extended Price
Hardware			
	DS200 Poll Place Scanner and Tabulator:		
1	DS200 (Includes Internal Backup Battery, Plastic Ballot Box with Removable Carrying Case, Paper Roll and One (1) Standard 4GB Memory Device)	\$1,205.00	\$1,205.00
1	Wireless Modem - Verizon (Price does not include data transmission fees)	\$44.00	\$44.00
Services			
X	Equipment Installation		\$130.00
X	Estimated Shipping & Handling		\$760.00
Total Rental Solution			\$2,139.00
Payment Terms			
Amount due within thirty (30) calendar days of contract execution:			\$213.90
Amount due within thirty (30) calendar days of delivery of Hardware and/or Software:			\$1,925.10

Footnotes:

- Pricing reflects Per Election rental rates utilizing rental pool equipment. Rental equipment is subject to availability at time of requested delivery.
- This quote is an estimate and is subject to final review and approval by both ES&S and the Customer.
- Rates valid for 30 days and thereafter may change.
- Any applicable (City & State) sales taxes have not been included in pricing and are the responsibility of the customer.
- The quantity of service days reflects a reasonable estimate for implementation and selected ongoing election services. Quantities may change depending on specific Customer needs.
- A Rental Cancellation Fee of 10% of the Total Rental Solution Fee shall apply in the event the Customer does not provide written notification to ES&S of its intent to cancel an Election at least forty-five (45) days prior to a scheduled Election covered under an Agreement between ES&S and the Customer.
- Subject to state, municipal, jurisdictional, provincial or territory laws to the contrary, the above pricing information is confidential, proprietary and trade secret information of ES&S and is intended only for the use of the individual or entity to which the document is directed to. This information may not be disclosed or reproduced either publicly or to any other individual or entity without the prior written authorization of ES&S.