

Town of Burke  
Plan Commission Minutes  
June 18, 2014  
5:30 p.m.

Members Present: Chair Mike Vraniak, RJ Hess, Joan Stoflet and Marv Urban and George Walsh. Excused: Christie Legler. Others Present: Brenda Ayers, Clerk/Treasurer. See attached list for other interested parties in attendance.

1. The meeting was called to order at 5:30 p.m. by Vraniak.
2. Discuss/possible action concerning an application for a Conditional Use Permit submitted by Kwik Trip for a new diesel and compressed natural gas (CNG) facility on the property located across from Rodeside Grill on Rostad Circle/Drive, parcel number 0810-052-1462-0. At the May 28 meeting the Commission deferred action on this item so Kwik Trip representatives could provide traffic count estimates based on other sites. Jeff Reichling, Kwik Trip representative, explained traffic count data to the Commission. He noted that similar sites in Verona, Lake Mills and Rochester are experiencing between 5-10 vehicles per hour during the peak time of the day. Reichling noted that the proposed site can hold 18-20 full size semis with trailers. Troy Mlezvia, also representing Kwik Trip, explained that the average fueling time including checking fluid levels, etc. is fifteen minutes. Commission members expressed their concerns about congestion in the area and the safety of pedestrian traffic. Motion: Hess/Urban to recommend approval of the Kwik Trip CUP to the Town Board with the following conditions: 1) crosswalk area is marked and signed as recommended by Town Staff and Wisconsin State Statutes 2) the easement requested follows the sidewalk/cross walk and Kwik Trip is required to pay for the use of the right of way since it is not for public benefit and 3) any additional contingencies placed by DeForest-Burke ETZ. Motion carried.

The Plan Commission also recommended that the Town Board take action to post both sides of Rostad Drive as no parking.

3. Discuss/possible action concerning a one lot Certified Survey Map (CSM) submitted by Jeff Ekola on behalf of Ecumenical Housing Corporation for the purpose of improving the legal description of the property and dedicating public right of way on the property located at the corner of Lien and Felland Roads, parcel number 0810-352-8030-6. Ekola explained that the Ecumenical Housing Corporation intends to sell the property and had the CSM prepared to clean up lot lines and rights-of-way. The proposed CSM provides a more clear description of the lot than the existing metes and bounds description. Hess noted that Mr. Ekola was made aware of Dane County conditions of approval on June 11. Hess also noted that the CSM will need to be approved by the City of Madison due to the Boundary Agreement. Motion: Hess/Walsh to recommend approval of the CSM to the Town Board contingent upon the satisfaction of the conditions of approval listed in the letter to the Birrenkott Surveying from Dan Everson, Dane County, dated May 7, 2014 (copy attached) and any conditions from the City of Madison review. Motion carried.
4. Update on the DeForest ETZ. Meeting July 8 to consider the Kwik Trip CUP application.

5. Approval of minutes from May 28, 2014. Motion: Hess/Walsh to approve the minutes as presented.
6. Adjourn. Motion: Hess/Walsh to adjourn. Motion carried. Meeting adjourned at 5:45 p.m.

Brenda Ayers  
Clerk/Treasurer  
07/02/2014



## Dane County Planning & Development Land Division Review

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May 7, 2014

Birrenkott Surveying, Inc.  
PO Box 237  
1677 N. Bristol St.  
Sun Prairie, WI 53590

Re: Ecumenical Housing(CSM 9597)  
Town of Burke, Section 35  
(1 lot, 26.4 acres)

Current zoning of subject parcel is A-1, agricultural.

Attention: Daniel Birrenkott, S-1531

The proposed CSM is hereby conditionally approved as follows:

1. The document is to be completed in accordance with S.236.34, Wisconsin State Statutes.
2. The following notation shall be added – *Refer to building site information contained in the Dane County Soil Survey.*
3. All owners of record are to be included in the owner's certificates. (County records indicate that ECUMENICAL HOUSING CORP is the owner.
4. The required approval certificates are to be satisfied prior to final submittal.
  - *Town of Burke*
  - *City of Madison*
5. Comments from the Dane County Surveyor are to be satisfied:
  - a. *The bearing of the right-of-way line along FELLAND ROAD is slightly different than the boundary line. Also, the distance along said right-of-way line is short by 0.22 feet. Please identify misclosure error and correct. 236.20(2)(c)*
  - b. *Show the right-of-way line north of the CSM boundary along FELLAND ROAD just as you do along LIEN ROAD. 236.20(2)(f)*
6. The recordable document is to be submitted for review and approval.

When the above conditions have been fully satisfied, the original document along with a copy of this letter may be submitted for final review and the Dane County approving signature will be affixed. Please allow for ten (10) working days for approving signature. Any questions regarding this letter, please contact myself.

Sincerely,

Dan Everson  
Assistant Zoning Administrator  
267.1541

CC:  
Clerk, Town of Burke  
City of Madison Planning – Tim Parks