

**Town of Burke Plan Commission Meeting Minutes**  
**Wednesday, August 9, 2017**  
**5:30 p.m.**

Commission members in attendance: Steve Berg, Christie Legler, Joan Stoflet and Marv Urban. Excused: Jodi Nachtwey, Mike Vraniak and George Walsh. Also in attendance Brenda Ayers, Administrator/Clerk/Treasurer. See attached list for other interested parties in attendance.

- 1) The meeting was called to order at 5:30 p.m. by Acting Chair Berg.
- 2) Discuss/possible action on proposed Conditional Use Permit (CUP) # 02385 for mineral extraction (application revised 7/18/2017 clean fill site only- no extraction) submitted by Belken Engineering on behalf of Sun Prairie Concrete. Property located at 5067 Reiner Rd (parcel number 0810-264-8001-8).

Paul Johnson, attorney representing Sun Prairie Concrete, explained that the application has been amended since the last Plan Commission meeting for a clean fill site only- no extraction or blasting. Clean fill will be accepted from neighboring projects as part of the reclamation process to return the site to greenspace.

Berg read the six standards of a CUP individually asking for a voice vote of is met or not met on each.

Standard 1: That the establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, comfort or welfare. **IS MET-** Berg, Legler, Stoflet and Urban. **NOT MET-** None

Standard 2: That 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. **IS MET-** Berg, Legler, Stoflet and Urban. **NOT MET-** None

Standard 3: That 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. **IS MET-** Berg, Legler, Stoflet and Urban. **NOT MET-** None

Standard 4: That adequate utilities, access roads, drainage and other necessary site improvements have been or are being made. **IS MET-** Berg, Legler, Stoflet and Urban. **NOT MET-** None

Standard 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. **IS MET-** Berg, Legler, Stoflet and Urban. **NOT MET-** None

Standard 6: That the conditional use shall conform to all applicable regulations of the district in which it is located. **IS MET-** Berg, Legler, Stoflet and Urban. **NOT MET-** None

The Six Standards of a Conditional Use Permit (Section 10.255(2)(h) of Dane County Zoning Ordinance were met.

A draft resolution was provided to the Plan Commission for consideration. Berg read the twenty conditions of approval in the resolution.

Motion: Legler/Stoflet to adopt Resolution 08092017A Recommending Conditional Approval of CUP 2385 to the Town Board as presented. Motion carried.

- 3) Discuss/possible action on proposed Conditional Use Permit (CUP) #02388 for dumping of clean fill submitted by Bill Ziegler on behalf of Madison Crushing. Property located at 5185 Reiner Rd (parcel number 0810-261-8041-0).

Paul Johnson, also representing Madison Crushing, explained that similar to the Sun Prairie Concrete application this CUP is for a clean fill site. This property is 34 acres on the north side of the original quarry closest to Burke Station Cemetery. Johnson noted that a CUP from mineral extraction on this site expired in 2016 earlier this year the Town denied a conditional use permit for mineral extraction (blasting). The clean fill will be part of the reclamation process.

Since this application is very similar to the previous agenda item, Berg asked the Plan Commission members if they wished to go through each standard individually or if there was a consensus that all six standards have been met. Members in attendance agreed that all conditions were met and did not feel the need to review each standard.

Berg noted that the draft resolution prepared for the commission's consideration contained the same conditions as the resolution for Sun Prairie Concrete and asked if the applicant would like him to read them again. Johnson and William Ziegler declined the reading of the conditions.

Motion: Legler/Urban to adopt Resolution 08092017B Recommending Conditional Approval of CUP 2388 to the Town Board as presented. Motion carried.

- 4) A preliminary consultation with Thomas and Heather Shannon regarding a possible wedding venue on their property located at 5523 and 5525 Portage Rd (parcel number 0810-211-8000-2).

Thomas Shannon explained that they are considering a wedding venue on their property and would like the Town's perspective on this use. Stoflet inquired about the facility that would be used. Mr. Shannon stated it would be an outdoor venue. Legler asked about bed & breakfast currently on the property. Mr. Shannon noted that there is also a building for caretaker's quarters on the property. Legler inquired about the number of people they would anticipate. Mr. Shannon responded that there is room for parking for 50-100 people on the property. He also stated that the overnight stays would be limited to the wedding party and the users of the venue would hire the caterer. Legler inquired about the zoning of the property. Mrs. Shannon responded it is zoned A-1. Berg indicated that noise might be a concern. Ayers reported that per Town ordinances music, voices, sound, etc. transmitted through a speaker system should not be heard beyond the property line. Mr. Shannon indicated that they will incorporate any limits in the rules for the use of the property. Mr. Shannon indicated that they do not foresee the use going into the night. Anticipate ending by 10 p.m. to allow time for clean-up. Mrs. Shannon indicated that they would work with other lodging entities in the area to shuttle guests to and from the venue. She also indicated they will rent or purchase porta potties for use by wedding guests. Urban inquired about ingress and egress of traffic. Mr. Shannon responded that

traffic splits at the circle and there is room for two cars to pass in the drive. Mr. Shannon indicated that their intent is to run a small wedding venue.

- 5) Update on the DeForest ETZ. Nothing to report.
- 6) Approval of Minutes from July 12, 2017. Motion: Stoflet/Urban to approve the minutes as presented. Motion carried.
- 7) ADJOURNMENT. Motion: Berg/Stoflet to adjourn. Motion carried. Meeting adjourned at 6:36 p.m.

Brenda Ayers  
Administrator/Clerk/Treasurer  
Town of Burke  
10/4/2017