

**Town of Burke Plan Commission Meeting Minutes**  
**Wednesday, February 6, 2019**  
**5:45 p.m.**

Commission members in attendance: Mike Vraniak, Chair; Steve Berg; Jodi Nachtwey and Marv Urban. Excused: Joan Stoflet 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 5:45 p.m. by Vraniak.
- 2) Discussion/possible action regarding a two-lot CSM submitted by Curt Jensen for the purpose of creating an additional lot for a single family residence, property located at 3214 Burke Rd, Sun Prairie (Parcel number 0810-244-9580-0). Jensen reported that he would like to create a lot for a new single family residence for his wife. Berg inquired if a perc test has been done on the lot. Dan Birrenkott responded not yet. Urban inquired if there were any improvements on lot 2 CSM 12581 (located between the proposed lots 1 and 2). Birrenkott shared an aerial picture noting the existing residence on the lot.

Ayers noted that according to the Cooperative Plan, a division of lots larger than 5 acres divided into two lots for residential uses does not constitute development. However, the City of Madison will require a deed restriction limiting the lots to residential use or a rezone. Jensen thought he may have filed for a rezone with Dane County. Ayers stated that she was not aware of the application and advised the Plan Commission that the meeting agenda item is for CSM review only. Motion: Berg/Nachtwey to recommend approval of the CSM with the following conditions: 1) recording of a deed restriction limiting the use to residential or rezone to a residential use and 2) obtain approval from the City of Madison. Motion carried.

- 3) A preliminary consultation regarding a proposed 7 lot subdivision submitted by Pete Sachs, property located at 3285 Nelson Rd, Sun Prairie (parcel numbers 0810-244-8600-7 and 0810-244-8670-3). Birrenkott, representing Peter Sachs, reported that the conceptual plan is for a 7 lot subdivision. Vraniak expressed concerns with the shared drives and the number of lots involved. Birrenkott noted that this plan represents the best use of the land. Birrenkott further noted that lot 1- with an existing residence- has its own driveway off Nelson Rd, lot 2 will have access off Sunnyburke, lots 3 & 4 and 5& 6 will share driveways off Sunnyburke, and lot 7 will have its own access off Sunnyburke. Birrenkott distributed a contour map to the Commission. He noted that the contours on lots 2 and 3 appear high but that is due to materials that were dumped on the land. Birrenkott also noted that the proposed lot sizes are nicer and larger than the neighboring lots in the Sunnyburke Subdivision. Ayers inquired if the developer was prepared to pay for the extension of Sunnyburke Drive to accommodate lots 5, 6, and 7. Birrenkott responded that the developer would hope to share the costs with the lots owned by Don Simon since they would also benefit from the road extension. Berg noted his concern about emergency vehicle access and inquired if a looped road or two cul-de-sacs would be better alternatives. Birrenkott responded that this proposal is the best use of the land and they do not want public improvements to “burn up the land.” Berg inquired why two cul-de-sacs would take up more land than the shared driveways. Birrenkott noted that the

setbacks and storm water management involved with public improvements would result in reduced lot sizes. Vraniak reported on the email from Tim Parks with the City of Madison noting the City's concerns about the land locked parcels and future water and sewer hook-up with connecting costs borne by future land owners. Birrenkott stated that the City typically note the future utility requirement in their approval. Vraniak expressed his opinion that it is best to notify the potential owners of the potential requirement in advance. Nachtwey asked Birrenkott to respond to Bergs concern about public safety and emergency vehicle access. Birrenkott responded that the driveways can be constructed to allow two vehicles to pass and also to hold the weight of trucks. Vraniak responded that you can design the driveways in that matter but since they are private, it does not stop people from parking on the driveway. Birrenkott noted that driveway agreements could prevent this. Vraniak noted that the Town is not a party to shared driveway agreements and would not be able to enforce the provisions. He further noted that he is not in favor of the conceptual plan due to public safety concerns and the concerns noted by Tim Parks of the City of Madison. Nachtwey noted that she generally liked the concept due to the lot sizes and use of the land but was concerned about public safety. She inquired if it would be possible to reduce the number of lots to eliminate the shared driveways. Urban expressed concern about the lots that do not have road access and how they would be connected to water and sewer in the future. Birrenkott noted that the connection to water and sewer is well into the future and the lateral would need to be built in the shared drive. Nachtwey suggested combining lots 3& 4 and 5 & 6. Birrenkott stated he would reflect on the discussion and prepare another option for his client to consider.

- 4) Update on the DeForest ETZ. No meeting. Berg reported that there is an upcoming meeting for a CUP for Gander Mountain. He further reported that they were in violation of the amount of RVs stored inside and were storing RV's outside so the Village of DeForest ordered them to remove the RVs or apply for a new CUP.
- 5) Update on items that previously appeared before the Plan Commission. The Camp K-9 CUP was approved by the Town Board. Vraniak inquired about the status of the Zignego concrete plant. Ayers reported that they are working on receiving approval from the Town's engineer for the driveway and by-pass lanes.
- 6) Approval of minutes from October 10, 2018. Motion: Berg/Nachtwey to approve the minutes as presented. Motion carried.
- 7) Meeting adjourned at 6:58 p.m.

Brenda Ayers  
Administrator/Clerk/Treasurer  
02/27/2019