

Town of Burke  
Plan Commission Minutes  
November 14, 2012  
5:30 p.m.

Members Present: Mike Vraniak; RJ Hess; Joan Stoflet; 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 5:31 p.m. by Vraniak.
2. Discuss/possible action concerning a proposed four lot CSM submitted by Deborah Duckart for the purpose of making the sale of the property easier, property located at 3311 & 3353 Nelson Rd (parcel number 0810-243-8000-4). See agenda item 3.
3. Discuss/possible action concerning a proposed one lot CSM submitted by Deborah Duckart for the purpose of adjusting the property boundary to better reflect the house and septic system, property located at 3313 and 3315 Nelson Rd (parcel number 0810-243-8030-8). Vraniak asked if the questions from the previous meeting had been answered. Ayers noted that the 4 lot CSM was revised to depict the zoning boundaries and the buildings and access on lot 4 as requested.

Motion: Walsh/Stoflet to recommend approval of the one and four lot CSMs to the Town Board contingent upon compliance with any conditions recommended by the City of Madison and Dane County. Motion carried.

4. Discuss/possible action concerning a proposed ~~one~~ two lot CSM submitted by the City of Madison on behalf of Thomas and Diana Nelson for the purpose of creating a legal record of property purchased by City of Madison from the Nelsons in 1999. Property located at 4927 Felland Rd (parcel number 0810-352-9571-0). Tim Parks, City of Madison, noted that it is a two lot CSM, not one lot as noted on the agenda. Parks explained that the City purchased the property from the Nelsons in 1999 and the purpose of the CSM is to formalize the record of that purchase. Hess asked if the items noted in an email dated March 21, 2012 from Dan Everson (Dane County Zoning) to Jamey Reid and Jennifer Frese (City of Madison) were completed. Parks responded yes, to the best of his knowledge. Hess noted that the Madison Common Council Certificate had not been removed from the CSM as recommended by Everson.

Motion: Hess/Walsh to recommend approval of the two lot CSM for 4927 Felland Road to the Town Board contingent upon satisfaction of the conditions noted in the email dated March 21, 2012 from Dan Everson to Jamey Reid and Jennifer Frese (copy attached). Motion carried.

5. Update on the DeForest ETZ. Has not met since July 2012.
6. Approval of minutes from October 10, 2012. Motion: Walsh/Stoflet to approve the minutes as presented. Motion carried.
7. Adjourn. Motion: Hess/Vraniak to adjourn. Meeting adjourned at 6:05 p.m. Motion carried.

Brenda Ayers  
Clerk/Treasurer  
11/29/2012

**From:** Everson, Daniel [mailto:Everson.daniel@countyofdane.com]

**Sent:** Wednesday, March 21, 2012 11:09 AM

**To:** 'Reid, Jamey'; Frese, Jennifer **Cc:** Parks, Timothy; Pederson, Eric; Larson, Alan; Waidelich, Michael

**Subject:** RE: Variance Application

Last night, the ZLR Committee granted a waiver to allow proposed lot 2 to have no public road frontage as per the requirements of Ch. 75.19(6)(b).

A notation should be added to the final CSM (town of Burke lands) that states the following: Waiver granted by the Dane County Zoning & Land Regulation Committee on March 20, 2012 from Ch. 75.19(6)(b), Dane County Code of Ordinances to allow lot 2 to have no public road frontage.

Also add the following notation: Refer to building site information contained in the Dane County Soil Survey. (required for unsewered lands as per the Zoning Committee)

Also, remove the first note under ADDITIONAL NOTES on sheet 2 of 5 and keep the notation regarding the cross access easement agreement on the first page.

Remove the City of Madison Owner's Certificate as well as the Common Council Certificate.

An approval certificate is to be included with respect to the extra-territorial jurisdictional review by the City of Madison.

The Nelson's owners certificate is to include the following additional language: We also certify that this certified survey map is required by S. 75.17(1)(a), Dane County Code of Ordinances to be submitted to the Dane County Zoning and Land Regulation Committee for approval. Also, remove the word "dedicated" if there are no public dedications.

The legal description is to be amended to include only the lands owned by the Nelson's. Lots 1 and 2 may be shown on one CSM as long as both lots are described in one metes and bounds coterminous legal description.

Net square footage is to be shown for lots 1 and 2.

The location of the existing driveway is to be shown.

Any public dedications are to be clearly shown.

Municipal boundaries are to be identified.

Lots 1 and 2 may be shown on one CSM as long as both lots are described in one metes and bounds coterminous legal description.

That should do it and let me know if you have any questions. Thank you,

**Dan Everson**

Assistant Zoning Administrator

608.267.1541

everson.daniel@countyofdane.com