

TOWN OF BRISTOL
7747 County Road N, Sun Prairie WI 53590
Jt. Plan Commission and Town Board Meeting
July 11, 2022 at 6:00 pm

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 6:02pm by Chairman Derr. Board Members Present –Derr, Grove and Willison (by phone). Planning Commission Members Present: Steve Schwartz, AL Rogers, Sandy Dulin, Jim Ringelstetter and Brian Willison (by phone). Sign-in sheet on file in Clerk’s office.

b. PLEDGE OF ALLEGIANCE – RECITED

c. APPROVAL OF MINUTES FROM JUNE 13, 2022 JT. PLAN/BOARD MEETING

Motioned by Grove and seconded by Derr to approve June 3, 2022 Jt. Plan/Board minutes as written. All ayes, Motion carried.

d. APPROVAL OF CHECK REGISTER FOR JUNE 2022 & TREASURER’S REPORT

Motioned by Grove and seconded by Derr to approve June 2022 check register and treasurer’s report. All ayes, Motion carried.

PUBLIC COMMENT

Public comment included: Derr announced an estimated 4-5 week detour on Bird Street (South) that will start soon. Grob will post a message on the website closer to when the detour will start.

PARKS COMMITTEE REPORT

There was discussion and a request for approval for new park signs, some playground equipment replacement and adding shelters at Norway Estates, Brooks Ridge and Bristol Ridge parks. These items will be on the August agenda. The Committee is working with nine homeowners for the reclamation of park land. Surveying may need to be done for the easement between two of the properties.

BUSINESS

a. DISCUSSION/CONSIDER REZONE AND CHANGE OF ACREAGE OF PARCEL 0911-291-8060-0 FROM RH-1 TO AG, 2.0 ACRES TO 11.40 ACRES; PARCEL 0911-291-8010-0 FROM A-1 TO SFR, 1.0 ACRE TO 1.44 ACRES; REMNANT PARCEL 0911-291-8021-7 FROM A-1 TO AG, 25.4 ACRES TO 25.56 ACRES

Jason & Kelly Mikula wishes to add acres to their parcel for pasture area. Planning - Motioned by Dulin and seconded by Rogers to approve the rezone and restructuring of acreage for Parcel 0911-291-8060-0 from RH-1 to AG, 2.0 acres to 11.40 acres; Parcel 0911-291-8010-0 from A-1 to SFR, 1.0 acres to 1.44 acres; remnant parcel 0911-291-8021-7 from A-1 to AG, 25.4 acres to 25.56 acres. All ayes, Motion carried.

Board – Motioned by Derr and seconded by Grove to approve the rezone and restructuring of acreage for Parcel 0911-291-8060-0 from RH-1 to AG, 2.0 acres to 11.40 acres; Parcel 0911-291-8010-0 from A-1 to SFR, 1.0 acres to 1.44 acres; remnant parcel 0911-291-8021-7 from A-1 to AG, 25.4 acres to 25.56 acres. All ayes, Motion carried. The board requested the Mikula’s contact the City of Sun Prairie for their approval.

b. DISCUSS/CONSIDER REZONE AND RE-DIVISION OF LOT SIZES, CREATING TWO LOTS FROM THE EXISTING THREE, FOR PARCELS 0911-121-4020-0, 0911-121-4009-0 AND 0911-121-4031-0 FROM A-1 TO SFR

Dan Paulson explained the change in lot sizes being requested. Planning – Motioned by Schwartz and seconded by Dulin to approve the rezone and re-division of lot sizes, creating two lots from the existing

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three, for Parcels 0911-121-4020-0, 0911-121-4009-0 and 0911-121-4031-0 from A-1 to SFR. All ayes, Motion carried. Board - Motioned by Derr and seconded by Grove to approve the rezone and re-division of lot sizes, creating two lots from the existing three, for Parcels 0911-121-4020-0, 0911-121-4009-0 and 0911-121-4031-0 from A-1 to SFR. All ayes, Motion carried.

c. DISCUSS/CONSIDER JENSEN/EHRHARDT LAND DIVISION CONCEPT PLAN OF 6837 ELDER LANE

Kay Jensen presented a land division for her farm, which is entitled to three splits. Planning approved continuing the land division concept plan for 6837 Elder Lane.

d. REVIEW ELEVATION PLANS FOR LOT 5 AT CASTLETON MEADOWS

Dan Paulson explained the Castleton Meadow development. Engineer Robb Remiker and WI Certified Soil Scientist, Jeffrey Hammes, reviewed and submitted letters of acceptance of the 951.0' elevation for lot 5. Paulson will create an Affidavit to note the change for the properties legal filing.

e. DISCUSS/CONSIDER OPERATOR LICENSES FOR KEVIN ROATE AND JACKIE SMITH

Operator's licenses were submitted and fees paid for two new bartenders. WI CCAP and DOJ background checks were completed and met expectations. Motioned by Grove and seconded by Derr to approve Operator License for Kevin Roate and Jackie Smith with licenses ending June 30, 2023. All ayes, motion carried.

f. DISCUSS/CONSIDER VOLUNTEER TO CLEAN HEADSTONES

Kristin Schmitt is requesting permission to clean pre-WWII headstones at West Bristol Cemetery. Kristin follows Oak Hill Cemetery Preservation Society in Janesville for their cleaning process. Motioned by Grove and seconded by Derr to approve Kristin Schmitt to clean headstones in Bristol Cemeteries by following the Oak Hill Cemetery Preservation Society's restoration process. All ayes, Motion carried.

CLERK UPDATE

Grob announced the August 9, 2022 election.

SET FUTURE MEETINGS AND AGENDAS

Town Board Meeting will be scheduled for: August 1, 2022 at 6:00 p.m., due to multiple conflicts on the second Monday.

ADJOURN

Planning – Motioned by Dulin and seconded by Rogers to adjourn at 7:55 p.m. All ayes, Motion carried.

Board - Motioned by Grove and seconded by Derr to adjourn at 7:55 p.m. All ayes, Motion carried.

Submitted by Kim Grob, Clerk-Treasurer