

**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**

The Bristol Town Board and Planning Commission will hold a Joint meeting on Monday, July 11, 2022, at 6:00 p.m., located at the Bristol Town Hall, 7747 County Road N, Sun Prairie WI 53590.

**AGENDA**

- I. Order of Business
  - a. Call to Order
  - b. Pledge of Allegiance
  - c. Approval of Minutes from June 13, 2022 Jt. Planning/Board Meeting
  - d. Approval of Check Register for June 2022 & Treasurer's Report
  
- II. Public Comment – items not on the agenda
  
- III. Parks Committee Report
  
- IV. Business
  - a. Discuss/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 acres to 1.44 acres; Remnant Parcel 0911-291-8021-7 From A-1 to AG, 35.4 acres to 25.56 acres
  
  - 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
  
  - c. Discuss/Consider Jensen/Ehrhardt Land Division Concept Plan of 6837 Elder Lane
  
  - d. Review Elevation Plans for Lot 5 at Castleton Meadows
  
  - e. Discuss/Consider Operator Licenses for Kevin Roate and Jackie Smith
  
  - f. Discuss/Consider Volunteer to Clean Headstones
  
- V. Clerk Update  
August 9, 2022 Election
  
- VI. Set Future Meetings and Agendas
  
- VII. Adjourn.

Notice is hereby given that it is possible that a majority of the Town Board or other governmental body may be present at the above meeting of the Town Board to gather information about a subject over which they have ultimate decision-making responsibility. If such a majority is present, it will constitute a meeting of the Town Board or other governmental body under Wisconsin's Open Meeting Laws and is hereby being noticed as such, although only the Planning Commission and Town Board will take formal action at the above meeting.

Any person who has a qualifying disability as defined by the American with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the clerk at 608-837-6494, 7747 County Road N, Sun Prairie, WI 53590, at least 24 hours prior to the meeting so the necessary arrangements can be made to accommodate each request.

Kim Grob, Town Clerk-Treasurer

*Certified Posting: 7-7-2022 Town Hall and website.*

**TOWN OF BRISTOL**  
*7747 County Road N, Sun Prairie WI 53590*  
**Jt. Plan Commission and Town Board Meeting**  
**June 13, 2022 at 6:00 pm**

**ORDER OF BUSINESS**

**a. CALL TO ORDER**

The meeting was called to order at 6:08pm by Chairman Derr. Board Members Present –Derr, Willison and Grove. Planning Commission Members Present: Brian Willison(C), Keith Arnold, AL Rogers, Travis Larson. Sign-in sheet on file in Clerk’s office.

**b. PLEDGE OF ALLEGIANCE – RECITED**

**c. APPROVAL OF MINUTES FROM MAY 9, 2022 JT. PLAN/BOARD MEETING & MAY 19, 2022 SPECIAL BOARD MEETING**

Motioned by Willison and seconded by Rogers to approve May 9, 2022 Jt. Plan/Board minutes with the correction of grammatical errors. All ayes, Motion carried.

Motioned by grove and seconded by Willison to approve May 19, 2022 Special Board minutes with the correction of grammatical errors. All ayes, Motion carried.

**d. APPROVAL OF CHECK REGISTER MAY 2022**

Motioned by Willison and seconded by Grove to approve May 2022 check register. All ayes, Motion carried.

**PUBLIC COMMENT**

Public comment included: Gilbert Bradley reported several areas of wash-outs of gravel along road sides.

**PARKS COMMITTEE REPORT**

Grove reported for the June 7, 2022 Parks Meeting the discussion of new park signs to be purchased. The Committee wishes to replace eight at the cost of \$1,200/each. Quotes are being obtained for replacing railing on the bridge at Norway Park and a couple of new park shelters. There are plans to identify the boundary of Brooks Ridge Park and install wooden trail posts to identify the public area.

**BUSINESS**

**a. DISCUSSION/CONSIDER SOIL TESTING IN THE RETENTION BASINS**

Chuck Nahn from Nahn & Associates explained the stormwater permit the Town of Bristol carries with WI DNR for Happy Valley, Brooks Ridge and Scottish Highland. It is being proposed to have test holes be done to review the soil conditions for drainage. Nahn is going to request an extension from the DNR and look into the actual cost this will be for the Town. Motioned by Willison and seconded by Grove to table until Nahn has additional answers for the process. All ayes, Motion carried.

**b. DISCUSS/CONSIDER REZONE FROM A-1 TO SFR AND A CONDITIONAL USE PERMIT TO INSTALL PLUMBING IN TO AN ACCESSORY BUILDING ON PARCEL 0911-304-4025-0, 6664 TARTAN TRAIL**

The owners wish to add a bathroom to their outbuilding for personal use.

Planning – Motioned by Arnold and seconded by Rogers to approve the rezone from A-1 to SFR for 6664 Tartan Trail, 0911-304-4025-0. All ayes, Motion carried. Motioned by Arnold and seconded by Rogers to approve the C.U.P. considering all the “Findings of Facts” are all met for 6664 Tartan Trail, 0911-304-

**TOWN OF BRISTOL**  
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**Jt. Plan Commission and Town Board Meeting**  
**June 13, 2022 at 6:00 pm**

4025-0. All ayes, motion carried. Motioned by Rogers and seconded by Arnold to make approval of these two motions to the Town Board. All ayes, motion carried.

Board – Motioned by Willison and seconded by Grove to approve the rezone from A-1 to SFR for 6664 Tartan Trail, 0911-304-4025-0. All ayes, Motion carried. Motioned by Grove and seconded by Willison to approve the C.U.P. considering all the “Findings of Facts” and State/County requirements/permits are all met for 6664 Tartan Trail, 0911-304-4025-0. All ayes, Motion carried.

**c. DISCUSS/CONSIDER THE PURCHASE OF 30 TREES FOR A TOTAL OF \$15,000 TO PLANT IN TOWN PARKS**

The Parks Committee has obtained quotes for the planting of 30 trees in four different parks. The Committee has chosen Srb’s Trees quote and requests the Board to approve the purchase and planting of the trees. These trees would be the replacement of trees that were taken down due to being dead. Motioned by Willison and seconded by Grove to accept Srb’s Trees quote of \$14,250 for the purchase of 30 trees and planted in Bristol Ridge, Starcrest, Drumlin Creek and Norway Estates.

**d. DISCUSS/CONSIDER THE FOLLOWING LICENSE RENEWALS FOR THE 2022/2023 LICENSE YEAR: “CLASS B” BEER/LIQUOR FOR MIDWAY ROADHOUSE, NORTH BRISTOL SPORTSMAN’S CLUB, N V CORNERS, SUN PRAIRIE GOLF COURSE, CLUB BRISTOL**

All applicant submitted their required paperwork and paid their fees. There have been no incidents with any of the establishments within the last several months. Motioned by Grove and seconded by Willison to approve “Class B” Beer/Liquor License for Midway Roadhouse, North Bristol Sportsman’s Club, N V Corners, Sun Prairie Golf Course and Club Bristol for July 1, 2022 to June 30, 2023. All ayes, Motion carried.

**ADULT ENTERTAINMENT FOR CLUB BRISTOL**

Club Bristol submitted an Adult Entertainment License application and fees were paid. Motioned by Grove and seconded by Willison to approve the Adult Entertainment license for Club Bristol for July 1, 2022 to June 30, 2023. All ayes, motioned carried.

**D. DISCUSS/CONSIDER OPERATOR LICENSES FOR 2022/2023 YEAR**

All applicants submitted the required paperwork and fees were paid. WI CCAP check was completed on all applicants and new applicants also went through an additional WI DOJ check and have met expectations. Motioned by Willison and seconded by Grove to approve the Operator’s license listed. All ayes, motion carried.

**SET FUTURE MEETINGS AND AGENDAS**

Town Board Meeting: July 11, 2022 at 6:00 p.m.

**ADJOURN**

Planning – Motioned by Rogers and seconded by Larson to adjourn at 8:08 p.m. All ayes, Motion carried.

Board - Motioned by Willison and seconded by Grove to adjourn at 8:08 p.m. All ayes, Motion carried.

# The Town of Bristol

## Account QuickReport

As of June 30, 2022

Type	Date	Num	Name	Memo	Amount
<b>1001 · Bank of SP - cash &amp; investments</b>					
<b>100 · General Fund</b>					
Bill Pmt -Check	06/01/2022	28976	JOHNSON BLOCK	Audit Progress Bill -period ending 5/...	-1,050.00
Bill Pmt -Check	06/01/2022	28977	Madison Sand & Gravel	Limestone for roads	-4,127.50
Bill Pmt -Check	06/01/2022	28978	Associated Appraisal C...	Assessment of property & internet p...	-1,375.48
Bill Pmt -Check	06/01/2022	28979	Superior Chemical Corp.	Wasp/hornet spray, cleaner	-184.25
Bill Pmt -Check	06/01/2022	28980	Circle B Inc.	Playground mats - Parks	-3,696.00
Bill Pmt -Check	06/01/2022	28981	General Engineering C...	Zoning Fees	-382.50
Bill Pmt -Check	06/01/2022	28982	Burke Truck & Equipm...	Truck repair & liquid brine system salt	-2,862.53
Bill Pmt -Check	06/01/2022	28983	Terminator Pest Contro...	Pest Control Building	-54.00
Bill Pmt -Check	06/01/2022	28985	Visa	Shop Tools, Recycling ctr sign, rack...	-173.12
Bill Pmt -Check	06/01/2022	28986	CyberReef	Internet Access - 5GB Monthly	-60.00
Bill Pmt -Check	06/01/2022	28987	Wisconsin DNR-Enviro...	53605 - Woodburning Environmental...	-165.00
Liability Check	06/08/2022	2022...	WRS	Town of Bristol	-1,025.16
Liability Check	06/08/2022	E-pay	United States Treasury	39-6005805 QB Tracking # -333286...	-1,619.10
Liability Check	06/08/2022	2022...	North Shore Bank	010-7001187	-100.00
Liability Check	06/09/2022		QuickBooks Payroll Ser...	Created by Payroll Service on 06/08/...	-5,070.91
Liability Check	06/09/2022		QuickBooks Payroll Ser...	Created by Payroll Service on 06/08/...	-1,306.14
Paycheck	06/10/2022	DD22...	Grob, Kimberly M	Direct Deposit	0.00
Paycheck	06/10/2022	DD22...	Johnson, Lynnette R	Direct Deposit	0.00
Paycheck	06/10/2022	DD22...	Ward, Dustin	Direct Deposit	0.00
Paycheck	06/10/2022	DD22...	Ward, James R	Direct Deposit	0.00
Paycheck	06/10/2022	DD22...	Winters, Michael J	Direct Deposit	0.00
Paycheck	06/10/2022	DD22...	Derr, Gerald H	Direct Deposit	0.00
Paycheck	06/10/2022	DD22...	Willison, Brian L	Direct Deposit	0.00
Bill Pmt -Check	06/10/2022		Northeast Dane County...	QuickBooks generated zero amount ...	0.00
Bill Pmt -Check	06/13/2022	28988	Pellitteri Waste Systems		-3,597.77
Bill Pmt -Check	06/13/2022	28989	Detroit Salt Company	Rock Salt - 4/27 Bill	-3,858.74
Bill Pmt -Check	06/13/2022	28990	MG&E	Gas Service	-153.59
Bill Pmt -Check	06/13/2022	28991	Sundance BioClean Inc.	Town Hall Cleaning	-212.00
Bill Pmt -Check	06/13/2022	28992	Madison Sand & Gravel	Limestone for Roads	-2,186.60
Bill Pmt -Check	06/13/2022	28993	Office Depot Business ...	Toner & Office Supplies	-188.37
Bill Pmt -Check	06/13/2022	28994	Country Plumber Inc	Portable Restrooms - Bristol Garden...	-370.00
Bill Pmt -Check	06/13/2022	28995	Alliant Energy (BOX 77...	Elec-Street lights, parks,townhall,rec...	-1,343.25
Bill Pmt -Check	06/13/2022	28996	APG of Southern Wisc...	Notice - Board of Review	-66.19
Liability Check	06/16/2022	E-pay	United States Treasury	39-6005805 QB Tracking # 70827674	-1,505.94
Liability Check	06/16/2022	E-pay	Wisconsin Department ...	39-6005805 QB Tracking # 71122674	-485.09
Liability Check	06/20/2022	2022...	WRS	0118000	-245.34
Liability Check	06/20/2022	2022...	WRS	Town of Bristol	-2,253.04
Liability Check	06/23/2022		QuickBooks Payroll Ser...	Created by Payroll Service on 06/16/...	-5,321.17
Liability Check	06/23/2022		QuickBooks Payroll Ser...	Created by Payroll Service on 06/16/...	-300.14
Paycheck	06/24/2022	DD22...	Grob, Kimberly M	Direct Deposit	0.00
Paycheck	06/24/2022	DD22...	Johnson, Lynnette R	Direct Deposit	0.00
Paycheck	06/24/2022	DD22...	Ward, Dustin	Direct Deposit	0.00
Paycheck	06/24/2022	DD22...	Ward, James R	Direct Deposit	0.00
Paycheck	06/24/2022	DD22...	Winters, Michael J	Direct Deposit	0.00
Paycheck	06/24/2022	DD22...	Grove, Benjamin A	Direct Deposit	0.00
Bill Pmt -Check	06/28/2022	28997	BCH Tax & Financial Inc.	51502 - 6/23/22 invoice -accounting ...	-1,865.00
Bill Pmt -Check	06/28/2022	28998	Aegis Corp	51901 - Position Schedule Bond - P...	-280.00
Bill Pmt -Check	06/28/2022	28999	John Deere Financial	53306 Air Cleaners & Filters	-147.85
Bill Pmt -Check	06/28/2022	29000	JOHNSON BLOCK	51502 - Audit Final Bill for period en...	-1,000.00
Bill Pmt -Check	06/28/2022	29001	US Cellular	514061 Cell Phones	-158.57
Bill Pmt -Check	06/28/2022	29002	Community Insurance ...	51902 - Liability, Property 51903 - W...	-22,920.00
Bill Pmt -Check	06/28/2022	29003	Wisconsin Utility Tax A...	51104 - Membership	-100.00
Bill Pmt -Check	06/28/2022	29004	DANE COUNTY TREA...	52600 - May Contractural Police Ser...	-4,555.87
Bill Pmt -Check	06/28/2022	29005	Northeast Dane County...	52101 - 3rd Quarter Fire Protection	-55,342.26
Bill Pmt -Check	06/28/2022	29006	Sun Prairie Lawn Care	552011 Parak Mowing Services - May	-3,480.00
Bill Pmt -Check	06/28/2022	29007	Associated Appraisal C...	56903 - Assessment of property & in...	-1,375.68
Bill Pmt -Check	06/28/2022	29008	CyberReef	514062 - Internet Access - 5GB Mon...	-60.00
Bill Pmt -Check	06/28/2022	29009	Sun Prairie, City of	52300 - EMS Fee	-104,251.00
Liability Check	06/30/2022	DEBIT	WRS	69-036-0118-000	-1,590.00
Total 100 · General Fund					-242,465.15
Total 1001 · Bank of SP - cash & investments					-242,465.15
<b>TOTAL</b>					<b>-242,465.15</b>

Town of Bristol  
Treasurer's Report  
July 7, 2022

General Fund		
Ending Balance	\$	101,307.81
Money Market		
Ending Balance	\$	122,709.92
ICS Account		
Ending Balance	\$	1,852.36
LGIP Fund		
<i>General</i>		
Current Balance	\$	408,403.03
<i>Parks</i>		
Current Balance	\$	78,368.07
<i>Equipment</i>		
Current Balance	\$	<u>4.41</u>
<b>Total Funds As July 6, 2022</b>	<b>\$</b>	<b>712,645.60</b>
Parks Fund - LGIP		(78,431.05)
ARPA Funds		<u>(412,917.44)</u>
<b>Total Funds Available</b>	<b>\$</b>	<b><u>221,297.11</u></b>

# TOWN OF BRISTOL

## Cover Sheet for Agenda Packet Section

### IV. Business

#### a.

General Engineering Company  
P.O. Box 340  
916 Silver Lake Drive  
Portage, WI 53901



608-742-2169 (Office)  
608-742-2592 (Fax)  
[gec@generalengineering.net](mailto:gec@generalengineering.net)  
[www.generalengineering.net](http://www.generalengineering.net)

*Engineers • Consultants • Inspectors*

**ZONING ADMINISTRATOR REVIEW REPORT**

**TO:** Town of Bristol Plan Commission, Town Board, Town Clerk/Treasurer  
**FROM:** Kory D. Anderson, P.E., Town of Bristol Zoning Administrator  
**DATE:** (for) July 11, 2022 Plan Commission/Town Board Meeting  
**SUBJECT:** Zoning Change/ Preliminary CSM Review for Mikula  
Tax Parcels 0911-291-8010-0, 0911-291-8060-0 & 0911-129-8021-7  
**GEC NO.:** 2-0122-41G

**Background Information**

**Owner:** Vollmert Rev Living Trust (Janice, James, Elizabeth)  
6844 CTH N  
Sun Prairie, WI 53590

**Applicant(s):** Jason & Kelly Mikula  
2663 Happy Valley Road  
Sun Prairie, WI 53590

Jay & Cynthia Shomberg  
2649 Happy Valley Road  
Sun Prairie, WI 53590

**Agent/Surveyor** Birrenkott Surveying

**Location:** 2649/2663 Happy Valley Road  
In part of the NE ¼ of the NE ¼ of Section 29, all in T9N, R11E, Town of Bristol,  
Dane County, WI.

**Request:** Zoning Change / Preliminary CSM Approval

**Existing Zoning:**

Tax Parcel 0911-129-8010-0	A-1 (Legacy)	1.0 Acres
Tax Parcel 0911-129-8060-0	RH-1 (Legacy)	2.0 Acres
Tax Parcel 0911-129-8021-7	A-1 (Legacy)	35.4 Acres
	Total	38.4 Acres

**Existing Land Use:** The 1-acre parcel contains a single-family house while the 2-acre parcel contains a single-family house along with two sheds and a fenced-in area for horses that encroaches onto the 35.4 acre parcel. The 35.4 acre parcel is mostly open area and ag fields to the southeast with a farmette off of CTH N in the west central portion of the parcel. There are no steep slopes, streams, floodplains, or wetlands associated with any of the parcels.

**Adjacent Land Uses:** North: Happy Valley Road, Agriculture  
West: CTH N, Residential  
East: Agriculture  
South: Agriculture

Portage •

Black River Falls •

La Crosse



Consulting Engineering • Structural Engineering • Building Design • Environmental Services • Building Inspection • GIS Services  
Grants & Funding Services • Land Surveying • Zoning Administration • Mechanical, Electrical, & Plumbing Services



**Proposal**

Zoning Change:	Proposed CSM Lot 1	AG	11.40 Acres
	Proposed CSM Lot 2	SFR	1.44 Acres
	Remnant Parcel	AG (or remain A-1)	25.56 Acres
		Total	38.4 Acres

Applicant submitted information for a zoning change of Tax Parcels 0911-291-8010-0, 0911-291-8060-0 & 0911-129-8021-7 from zoning A-1 Agriculture District and RH-1 (Legacy) to SFR Single Family (Proposed CSM Lot 2) Residential Zoning District and AG Agriculture Zoning District (Proposed CSM Lot 1) with the remnant parcel be rezoned to AG Agriculture in the newer zoning (or remain A-1 Legacy). The intention of this zoning change and CSM is to obtain more land for each the Mikula's and the Shomberg's. A recorded CSM will follow the rezone to solidify the boundary of the rezoned areas.

**Submittals/Attachments**

1. Zoning Change Application (Mikula...have not seen the Shomberg application yet), received June 30, 2022.
2. Jurisdictional Review Form, did not receive.
3. Preliminary CSM, received June 30, 2022.

GEC reviewed the attachments and the information submitted by the applicant/agent and has the following comments outlined below:

**Comprehensive Plan**

The planned future land use for this parcel is Business Park Joint Planning Area. I'll always defer to the Town on the history of a property meeting the density requirements and the Agricultural and Rural Lands Preservation Area policy in the Town's Comp Plan. The proposal appears to be in the extraterritorial review authority of the City of Sun Prairie.

**Town Ordinances**

1. **General**  
There are no improvements planned for any of the properties.
2. **Preliminary CSM**  
The provided preliminary CSM appears correct and meets the Town Land Division Ordinance.

**Recommendation**

GEC recommends that the Plan Commission conditionally approve the proposed zoning change of Tax Parcels 0911-291-8010-0, 0911-291-8060-0 & 0911-129-8021-7 from zoning A-1 Agriculture District and RH-1 (Legacy) to SFR Single Family (Proposed CSM Lot 2) Residential Zoning District and AG Agriculture Zoning District (Proposed CSM Lot 1) with the remnant parcel be rezoned to AG Agriculture in the newer zoning (or remain A-1 Legacy), contingent on the following:

1. Town Board discuss any concerns with above comments.
2. Any comments or conditions from the Town's Attorney shall be addressed.
3. Verification from City of Sun Prairie of extraterritorial review.
4. The applicant shall provide a copy of the recorded certified survey map to the Clerk within ten (10) days after the certified survey map is recorded.

# ZONING CHANGE APPLICATION

TOWN OF BRISTOL • 7747 COUNTY ROAD N • SUN PRAIRIE, WI 53590  
 PHONE (608) 837-6494 • FAX (608) 834-6494 • [www.tn.bristol.wi.gov](http://www.tn.bristol.wi.gov)

PERMIT #:	
Permit Fee: \$ _____	Fee Paid: <input type="checkbox"/>
Approved By: _____	
Approval Date:     /     /	

Items that must be submitted with your application:

- **Written Legal Description of the Proposed Zoning Boundaries**  
 Legal description of the land that is proposed to be changed. The description may be a lot in a plat, Certified Survey map, or an exact metes and bounds description. A separate legal description is required for each zoning district proposed. The description shall include the area in acres or square feet.
- **Scaled Drawing of the Location of the Proposed Zoning Boundaries**  
 The drawing shall include the existing and proposed zoning boundaries of the property. All existing buildings shall be shown on the drawing. The drawing shall include the area in acres or square feet.

OWNER	AGENT (Contractor, Coordinator, Other)
NAME <i>James Reimer</i>	CONTACT NAME <i>Jason B Mikula</i> <i>Kelly J Mikula</i>
BUSINESS NAME or CO-OWNER'S NAME (if applicable) <i>Janice Vollmert</i>	BUSINESS NAME (if applicable)
MAILING ADDRESS <i>6844 County Rd W</i>	MAILING ADDRESS <i>2663 Happy Valley Rd</i>
CITY, STATE, ZIP <i>Sun Prairie WI 53590</i>	CITY, STATE, ZIP <i>W Sun Prairie WI 53590</i>
DAYTIME PHONE # <i>608 837-5075</i>	DAYTIME PHONE # <i>262-3138</i> <i>608-<del>262</del></i>
EMAIL	EMAIL <i>Splc11c@gmail.com</i>

LAND INFORMATION	
Town: <i>Bristol</i>	Parcel Numbers Affected: <i>2</i>
Section: <i>29</i>	Property Address or Location: <i>6844 County Rd W</i>
Zoning District Change (To / From / # of acres) <i>R</i>	<i>TO AG from R/H 9.2 acres</i>
Soils classification of area (percentages) Class I Soils: _____ % Class II Soils: _____ % Other: _____ %	
Narrative: (reason for change, intended land use, size of farm, time schedule)	
<input type="checkbox"/> Separation of buildings from farmland	<input type="checkbox"/> Creation of a residential lot
<input type="checkbox"/> Compliance for existing structures and/or land uses	<input type="checkbox"/> Other
I authorize that I am the owner or have permission to act on behalf of the owner of the property.	
Signature: <i>Jason B Mikula</i>	Date: <i>6-30-22</i>

Revised 11/14/2017  
 E-mailed to Kory  
 6-30-22 KMG

# ZONING CHANGE APPLICATION

TOWN OF BRISTOL • 7747 COUNTY ROAD N • SUN PRAIRIE, WI 53590  
 PHONE (608) 837-6494 • FAX (608) 834-6494 • [www.tn.bristol.wi.gov](http://www.tn.bristol.wi.gov)

PERMIT #:	_____
Permit Fee: \$ _____	Fee Paid: <input type="checkbox"/>
Approved By: _____	
Approval Date: _____ / _____ / _____	

Items that must be submitted with your application:

- **Written Legal Description of the Proposed Zoning Boundaries**  
 Legal description of the land that is proposed to be changed. The description may be a lot in a plat, Certified Survey map, or an exact metes and bounds description. A separate legal description is required for each zoning district proposed. The description shall include the area in acres or square feet.
- **Scaled Drawing of the Location of the Proposed Zoning Boundaries**  
 The drawing shall include the existing and proposed zoning boundaries of the property. All existing buildings shall be shown on the drawing. The drawing shall include the area in acres or square feet.

OWNER	AGENT (Contractor, Coordinator, Other)
NAME <i>James Reinen</i>	CONTACT NAME <i>Jay + Cynthia Shamburg</i>
BUSINESS NAME or CO-OWNER'S NAME (if applicable) <i>Janice Vollmert</i>	BUSINESS NAME (if applicable)
MAILING ADDRESS <i>6844 County Rd W</i>	MAILING ADDRESS <i>2649 Happy Valley Rd</i>
CITY, STATE, ZIP <i>Sun Prairie WI 53590</i>	CITY, STATE, ZIP <i>Sun Prairie, WI 53590</i>
DAYTIME PHONE # <i>608 837-5075</i>	DAYTIME PHONE # <i>608-837-3995</i>
EMAIL	EMAIL

LAND INFORMATION			
Town: <u>Bristol</u>	Parcel Numbers Affected: <u>2</u>		
Section: <u>29</u>	Property Address or Location: <u>6844 County Rd W</u>		
Zoning District Change (To / From / # of acres) <u>RHE to Single Family</u>	<u>1.28 acres</u>		
Soils classification of area (percentages)	Class I Soils: _____ %	Class II Soils: _____ %	Other: _____ %
Narrative: (reason for change, intended land use, size of farm, time schedule)			
<input type="checkbox"/> Separation of buildings from farmland	<input type="checkbox"/> Creation of a residential lot		
<input type="checkbox"/> Compliance for existing structures and/or land uses	<input type="checkbox"/> Other		
I authorize that I am the owner or have permission to act on behalf of the owner of the property.			
Signature: _____		Date: _____	



**BIRRENKOTT  
SURVEYING**

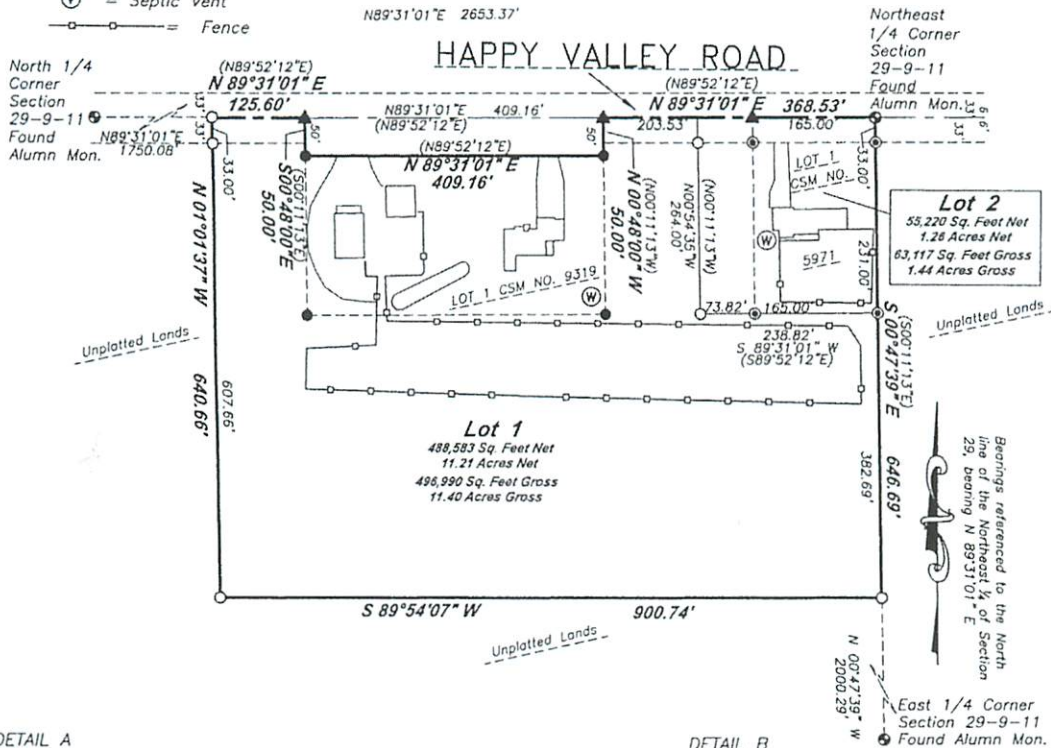
P.O. Box 237  
1677 N. Bristol Street  
Sun Prairie, WI. 53590  
Phone (608) 837-7463  
Fax (608) 837-1081

**CERTIFIED SURVEY MAP**

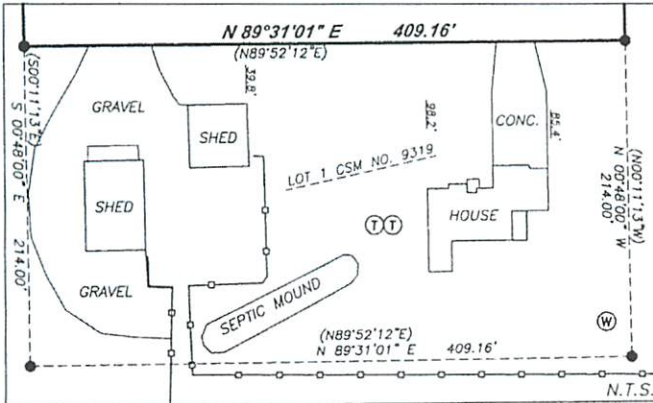
Lot 1 of Certified Survey Map No. 9319, as recorded in Volume 53 of Certified Survey Maps of Dane County on Pages 5-6, and Lot 1 of Certified Survey Map No. 5971, as recorded in Volume 28 of Certified Survey Maps of Dane County on Page 213 and other lands located in the Northeast 1/4 of the Northeast 1/4 of Section 29, T9N, R11E, Town of Bristol, Dane County, Wisconsin.

**Legend:**

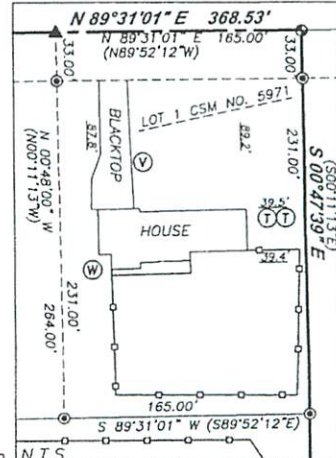
- ▲ = Found "PK" Nail
- = Section Corner
- = Found 3/4" Iron Pipe
- = Found 1" Iron Pipe
- = Set 3/4"x18" Rebar  
Wght. 1.502 Lbs/ft
- ⊙ = Well
- ⊙ = Septic Tank
- ⊙ = Septic Vent
- = Fence



DETAIL A



DETAIL B



CERTIFIED SURVEY MAP NO. \_\_\_\_\_  
VOLUME \_\_\_\_\_ PAGE \_\_\_\_\_  
DOCUMENT NO. \_\_\_\_\_

0 200 400  
SCALE 1" = 200'

# CERTIFIED SURVEY MAP Dated: June 22, 2022



## Birrenkott Surveying

P.O. Box 237  
1677 N. Bristol Street  
Sun Prairie, Wisconsin 53590  
Phone (608) 837-7463  
Fax (608) 837-1081

I, Daniel V. Birrenkott, herby certify that this survey is in full compliance with Chapter 236.34 of Wisconsin Statutes. I also certify that by the direction of the owners listed hereon, I have surveyed and mapped the lands described hereon and that the map is a correct representation of all the exterior boundaries of the land surveyed and the division of that land, in accordance with the information provided.

\_\_\_\_\_  
Daniel V. Birrenkott, Professional Land Surveyor No. S-1531

### Description:

Lot 1 of Certified Survey Map No. 9319, as recorded in Volume 53 of Certified Survey Maps of Dane County on Pages 5-6, and Lot 1 of Certified Survey Map No. 5971, as recorded in Volume 28 of Certified Survey Maps of Dane County on Page 213 and other lands located in the Northeast ¼ of the Northeast ¼ of Section 29, T9N, R11E, Town of Bristol, Dane County, Wisconsin more fully described as follows:

Beginning at the Northeast ¼ corner of Section 29, thence S00°47'39"E, 646.69 feet (recorded as S00°11'13"W) along the East line of said Northeast ¼ of Section 29, thence S89°54'07"W, 900.74 feet; thence N01°01'37"W, 640.66 feet to the North line of the Northeast ¼ of Section 29; thence N89°31'01"E (recorded as N89°52'12"E), 125.60 feet along said North line of the Northeast ¼ of Section 29; thence S00°48'00"E (recorded as S00°11'13"E), 50.00 feet to the South right-of-way of Happy Valley Road; thence N89°31'01"E (recorded as N89°52'12"E), 409.16 feet along said South right-of-way; thence N00°48'00"W (recorded as N00°11'13"W) to said North ¼ line, 50.00 feet; thence N89°31'01"E (N89°52'12"E), 368.53 feet along the North line of the Northeast ¼ of Section 29 to the point of beginning. Containing 560,107 square feet or 12.84 acres gross or (543,803 square feet or 12.47 acres net). Subject to 33ft right-of-way for Happy Valley Road over the Northerly 33 feet thereof.

### Owners Certificate:

As owners, Jason & Kelly Mikula, We hereby certify that we have caused the lands described on this Certified Survey Map to be surveyed, divided, and mapped as represented on this Certified Survey Map. We also certify that this Certified Survey Map is required to be submitted to the Town of Bristol for approval.

\_\_\_\_\_  
Jason Mikula

\_\_\_\_\_  
Kelly Mikula

### State of Wisconsin )

**Dane County ) ss** Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022, the above-named Jason Mikula & Kelly Mikula, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My Commission Expires

\_\_\_\_\_  
Printed name

### Owners Certificate:

As owners, Jay A. Shomberg and Cynthia R. Shomberg, We hereby certify that we have caused the lands described on this Certified Survey Map to be surveyed, divided, and mapped as represented on this Certified Survey Map. We also certify that this Certified Survey Map is required to be submitted to the Town of Bristol for approval.

\_\_\_\_\_  
Jay A. Shomberg

\_\_\_\_\_  
Cynthia R. Shomberg

### State of Wisconsin )

**Dane County ) ss** Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022, the above-named Jay A. Shomberg and Cynthia R. Shomberg, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public

**Surveyed For:**  
Jason and Kelly Mikula  
2663 Happy Valley Road  
Sun Prairie, WI 53590  
608-212-3138

Surveyed: TAS  
Drawn: BTS  
Checked: CKC  
Approved: DVB  
Field book: 385/59-61  
Tape/File: J:\2022\Carlson  
Sheet 2 of 3  
Office Map No.: 220284

### Register of Deeds Certificate:

Received for recording this \_\_\_\_\_ day of \_\_\_\_\_, 2022

at \_\_\_\_\_ o'clock \_\_\_\_\_ m and recorded in Volume \_\_\_\_\_ of Certified Survey

Maps of Dane County on Pages \_\_\_\_\_.

\_\_\_\_\_  
Kristi Chlebowski, Register of Deeds

Document No. \_\_\_\_\_

Certified Survey Map No. \_\_\_\_\_, Volume \_\_\_\_\_, Page \_\_\_\_\_

# CERTIFIED SURVEY MAP Dated: June 22, 2022



## Birrenkott Surveying

P.O. Box 237  
1677 N. Bristol Street  
Sun Prairie, Wisconsin 53590  
Phone (608) 837-7463  
Fax (608) 837-1081

### Owners Certificate:

As owner, Janice M. Vollmert Revocable Living Trust, It hereby certifies that it has caused the lands described on this Certified Survey Map to be surveyed, divided, and mapped as represented on this Certified Survey Map. It also certifies that this Certified Survey Map is required to be submitted to the Town of Bristol for approval.

Janice M. Vollmert Revocable Living Trust

\_\_\_\_\_  
, Trustee

### State of Wisconsin )

Dane County ) ss Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022, the above-named XXX, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My Commission Expires

\_\_\_\_\_  
Printed name

### Owners Certificate:

As owner, James A. & Elizabeth J. Reinen Revocable Living Trust, It hereby certifies that it has caused the lands described on this Certified Survey Map to be surveyed, divided, and mapped as represented on this Certified Survey Map. It also certifies that this Certified Survey Map is required to be submitted to the Town of Bristol for approval.

James A. & Elizabeth J. Reinen Revocable Living Trust

\_\_\_\_\_  
, Trustee

### State of Wisconsin )

Dane County ) ss Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022, the above-named XXX, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My Commission Expires

\_\_\_\_\_  
Printed name

### Town of Bristol Approval Certificate:

This Certified Survey Map is hereby acknowledged, accepted and approved for recording by the Town Board of the Town of Bristol, Dane County.

\_\_\_\_\_  
Kimberly Grob, Clerk-Treasurer  
Town of Bristol

\_\_\_\_\_  
Dated

### Surveyed For:

Jason and Kelly Mikula  
2663 Happy Valley Road  
Sun Prairie, WI 53590  
608-212-3138

Surveyed: TAS  
Drawn: BTS  
Checked: CKC  
Approved: DVB  
Field book: 385/59-61  
Tape/File: J:\2022\Carlson  
Sheet 3 of 3  
Office Map No.: 220284

### Notes:

Utilities Easement: No poles or buried cables are to be placed on any lot line or corner. The disturbance of a survey stake by anyone is in violation of Section 236.32 of Wisconsin Statutes.

Wetlands, if present, have not been delineated.

This survey is subject to any and all easements and agreements both recorded and unrecorded.

This survey shows above-ground improvements only. No guarantee is made for below-ground structures.

Document No. \_\_\_\_\_

Certified Survey Map No. \_\_\_\_\_, Volume \_\_\_\_\_, Page \_\_\_\_\_

TOWN OF BRISTOL

Cover Sheet for Agenda Packet Section

IV. Business

b.

General Engineering Company  
P.O. Box 340  
916 Silver Lake Drive  
Portage, WI 53901



608-742-2169 (Office)  
608-742-2592 (Fax)  
[gec@generalengineering.net](mailto:gec@generalengineering.net)  
[www.generalengineering.net](http://www.generalengineering.net)

*Engineers • Consultants • Inspectors*

**ZONING ADMINISTRATOR REVIEW REPORT**

**TO:** Town of Bristol Plan Commission, Town Board, Town Clerk/Treasurer  
**FROM:** Kory D. Anderson, P.E., Town of Bristol Zoning Administrator  
**DATE:** (for) July 11, 2022 Plan Commission/Town Board Meeting  
**SUBJECT:** Zoning Change/ Preliminary CSM Review for Paulson  
Tax Parcels 0911-121-4020-0, 0911-121-4009-0 & 0911-121-4031-0  
**GEC NO.:** 2-0122-41F

**Background Information**

**Owner/Applicant:** Paulson Development  
c/o William Paulson  
4607 Oak Springs Circle  
DeForest, WI 53532

**Agent/Surveyor** Paulson & Associates – Land Surveying

**Location:** Fissure Trail  
Lots 19, 20, 21 Drumlin Creek Subdivision  
In part of the NE ¼ of the NE ¼, NW ¼ of the NE ¼, SW ¼ of the NE ¼, SW ¼  
of the NE ¼ of Section 12, all in T9N, R11E, Town of Bristol, Dane County, WI.

**Request:** Zoning Change / Preliminary CSM Approval

<b>Existing Zoning:</b>	Tax Parcel 0911-121-4020-0	A-1 (Legacy)	0.643 Acres
	Tax Parcel 0911-121-4009-0	A-1 (Legacy)	0.699 Acres
	Tax Parcel 0911-121-4031-0	A-1 (Legacy)	0.657 Acres
	<b>Total</b>		<b>1.999 Acres</b>

**Existing Land Use:** The Subject property currently contains three lots that were platted as part of the Drumlin Creek subdivision. The lots are currently vacant in a brand-new subdivision. There are no steep slopes, floodplains, or wetlands associated with the lots. However, there is an adjacent stream to the lots to the west.

**Adjacent Land Uses:** North: Residential  
West: Stream, Residential  
East: Fissure Trail, Residential  
South: Residential

**Proposal**

<b>Zoning Change:</b>	Proposed Lot 1	SFR	0.97 Acres
	Proposed Lot 2	SFR	0.97 Acres
	<b>Total</b>		<b>1.94 Acres</b>

Applicant submitted information for a zoning change of Tax Parcels 0911-121-4020-0, 0911-121-4009-0 and 0911-121-4031-0 from zoning A-1 Agriculture District (Legacy) to SFR Single Family Residential Zoning District. The intention of this zoning change and CSM is to combine the three lots and create two

**Portage • Black River Falls • La Crosse**



Consulting Engineering • Structural Engineering • Building Design • Environmental Services • Building Inspection • GIS Services  
Grants & Funding Services • Land Surveying • Zoning Administration • Mechanical, Electrical, & Plumbing Services



larger lots for future houses. A recorded CSM will follow the rezone to solidify the boundary of the rezoned areas.

### **Submittals/Attachments**

1. Zoning Change Application, received June 7, 2022.
2. Jurisdictional Review Form, received June 7, 2022.
3. Preliminary CSM, received June 7, 2022.

GEC reviewed the attachments and the information submitted by the applicant/agent and has the following comments outlined below:

### **Comprehensive Plan**

The planned future land use for this parcel is a Single Family Residential. I'll always defer to the Town on the history of a property meeting the density requirements and the Agricultural and Rural Lands Preservation Area policy in the Town's Comp Plan. There does not appear to be extraterritorial review authority by any jurisdiction for this property.

### **Town Ordinances**

1. **General**  
The provided map does not include detail regarding information on the footprint of the proposed home for Lots 1 or 2. When applying for the land use permit, required setbacks will need to be verified, especially setbacks for the shoreland requirements for Dane County.
2. **Preliminary CSM**  
The provided preliminary CSM appears correct and meets the Town Land Division Ordinance.
3. **Well & Septic**  
Prior to issuance of a land use permit for Lots 1 and 2, the applicant will need approval of a septic system from Dane County Public Health.
4. **Driveway Access**  
Driveway access permit from the Town would be needed for access to Fissure Trail.

### **Recommendation**

GEC recommends that the Plan Commission conditionally approve the proposed zoning change of Tax Parcels 0911-121-4020-0, 0911-121-4009-0 and 0911-121-4031-0 from zoning A-1 Agriculture District (Legacy) to SFR Single Family Residential Zoning District for proposed Lots 1 and 2 of the CSM, contingent on the following:

1. Town Board discuss any concerns with above comments.
2. Any comments or conditions from the Town's Attorney shall be addressed.
3. The applicant shall provide a copy of the recorded certified survey map to the Clerk within ten (10) days after the certified survey map is recorded.

## TOWN OF BRISTOL JURISDICTION REVIEW FORM

### COMPLETE THIS FORM BEFORE STARTING THE ZONING APPLICATION

**If your property is subject to Dane County's jurisdiction, the Town cannot grant your zoning change without Dane County's approval. If the answer to any of the Jurisdictional Questions is "Yes", the Town cannot proceed with your application unless Dane County indicates that the County does not have jurisdiction over zoning the parcel.**

Applicant/Agent/Contractor: Daniel A. Paulson, as agent Email: \_\_\_\_\_

Address: 136 W. Holum Street City/State/Zip: DeForest, WI 53532 Phone: (608) 846-2523

Parcel ID Number(s): 0911-121-4009-0, 0911-121-4020-0 & 0911-121-4031-0

CSM or Plat Information, if any: Lots, 19, 20 & 21, Drumlin Creek

Proposed activity on the property: re-division of lot lines

Is the property enrolled in CRP or any other farm programs?  No  Yes

If "Yes" is checked, identify the program and file identification number(s): \_\_\_\_\_

### JURISDICTIONAL QUESTIONS

1. Is your proposed project located within 1,000 feet of the ordinary high-water mark of a navigable lake, pond or flowage?  
 No  Yes

2. Is your proposed project located within 300 feet of the ordinary high-water mark of a navigable river, stream or creek?  
 No  Yes

3. Is your proposed project located within a floodplain?  No  Yes

4. Is your proposed project located within a wetland?  No  Yes

5. Will your project involve disturbing more than 4,000 square feet of land by excavating, grading or filling?  
 No  Yes (If Yes, you may need a Dane County erosion control and/or stormwater permit)

6. Do the maps showing wetlands, floodplains and shorelands at <https://dcimapapps.countyofdane.com/lwrviewer/> indicate that there are any floodplain, wetland or shoreland areas on your property or an adjacent parcel?  
 No  Yes

### STATEMENT OF APPLICANT

The answers above were made after reviewing the facts pertaining to my property. I am aware that if my proposed project is located within a floodplain, shoreland or wetland area, the project must be reviewed by Dane County. Any approvals obtained in error will be void, and all expenses incurred in seeking those approvals will be lost.

Dated: 6-7-22 By: Daniel A. Paulson

If the answer to any jurisdictional question is "Yes," the applicant must submit this request to the Dane County Department of Planning and Development for a determination of whether the project is subject to Dane County Jurisdiction.

### DETERMINATION BY DANE COUNTY

The undersigned, acting by authority of Dane County, indicates that the parcel identified in this Jurisdictional Review Form is not subject to shoreland, floodplain or wetland zoning regulations of Dane County.

Dated: \_\_\_\_\_ By: \_\_\_\_\_

# ZONING CHANGE APPLICATION

TOWN OF BRISTOL • 7747 COUNTY ROAD N • SUN PRAIRIE, WI 53590  
 PHONE (608) 837-6494 • FAX (608) 834-6494 • [www.tn.bristol.wi.gov](http://www.tn.bristol.wi.gov)

PERMIT #:		
Permit Fee: \$ _____	Fee Paid:	<input type="checkbox"/>
Approved By: _____		
Approval Date: _____ / _____ / _____		

Items that must be submitted with your application:

- **Written Legal Description of the Proposed Zoning Boundaries**  
 Legal description of the land that is proposed to be changed. The description may be a lot in a plat, Certified Survey map, or an exact metes and bounds description. A separate legal description is required for each zoning district proposed. The description shall include the area in acres or square feet.
  
- **Scaled Drawing of the Location of the Proposed Zoning Boundaries**  
 The drawing shall include the existing and proposed zoning boundaries of the property. All existing buildings shall be shown on the drawing. The drawing shall include the area in acres or square feet.

OWNER	AGENT (Contractor, Coordinator, Other)
NAME William M. Paulson	CONTACT NAME Daniel A. Paulson, as agent
BUSINESS NAME or CO-OWNER'S NAME (if applicable) Paulson Development, LLC	BUSINESS NAME (if applicable) Paulson & Associates, LLC
MAILING ADDRESS 4607 Oak Springs Circle	MAILING ADDRESS 136 W. Holum Street
CITY, STATE, ZIP DeForest, WI 53532	CITY, STATE, ZIP DeForest, WI 53532
DAYTIME PHONE # (608) 846-5172	DAYTIME PHONE # (608) 846-2523
EMAIL WMP@CenturyTel.net	EMAIL Dan@PaulsonLLC.net

LAND INFORMATION	
Town: <u>Bristol</u>	Parcel Numbers Affected: <u>0911-121-4009-0, 0911-121-4020-0 &amp; 0911-121-4031-0</u>
Section: <u>12</u>	Property Address or Location: <u>Fissure Trail</u>
Zoning District Change (To / From / # of acres) <u>SFR from A-1 Agricultural 1.94 acres</u>	
Soils classification of area (percentages) Class I Soils: <u>0</u> % Class II Soils: <u>95</u> % Other: <u>5</u> %	
Narrative: (reason for change, intended land use, size of farm, time schedule)	
<input type="checkbox"/> Separation of buildings from farmland	<input checked="" type="checkbox"/> Creation of a residential lot
<input type="checkbox"/> Compliance for existing structures and/or land uses	<input type="checkbox"/> Other
<u>Create 2 Lots from 3 existing Lots</u>	
I authorize that I am the owner or have permission to act on behalf of the owner of the property.	
Signature: <u>Daniel A. Paulson "as agent"</u>	Date: <u>6.7.22</u>



**SURVEYOR'S CERTIFICATE**

I, Daniel A Paulson, Professional Land Surveyor DO HEREBY CERTIFY that by the direction William M. Paulson, I have surveyed and mapped a **LOT 19, 20 & 21, DRUMLIN CREEK**; located in part of the NE ¼ of the NE ¼, the NW ¼ of the NE ¼ and the SW ¼ of the NE ¼ and the SE ¼ of the NE ¼ of Section 12, Town 9 North, Range 11 East, Town of Bristol, Dane County, Wisconsin.

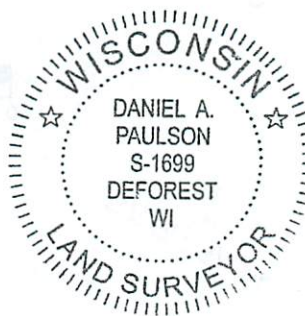
Containing 84,707 square feet, 1.94 acres.

Subject to all recorded and unrecorded easements.

I do hereby certify that to the best of my knowledge and belief this survey is a correct representation of the boundaries of land surveyed and the division of that land and that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes, and the Town of Bristol Code of Ordinances in surveying and mapping the same.

Daniel A. Paulson  
Daniel A. Paulson PLS-1699

6.7.22  
Date:



**TOWN OF BRISTOL APPROVAL CERTIFICATE**

Approved for recording by the Bristol Town Board this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Authorized Representative  
Bristol Town Board

**CERTIFICATE OF THE DANE COUNTY REGISTER OF DEEDS**

Received for recording this \_\_\_\_\_ day of \_\_\_\_\_, 2022, at \_\_\_\_\_ o'clock \_\_\_\_ M. and recorded in Volume \_\_\_\_\_ of Certified Survey Maps of Dane County, Pages \_\_\_\_\_.

DOCUMENT NO. \_\_\_\_\_

\_\_\_\_\_  
Dane County Register of Deeds

**OWNERS CERTIFICATE**

As owners of the subject property, we hereby certify that we caused the land described to be surveyed and mapped, as represented on the map.

\_\_\_\_\_  
William M. Paulson  
Paulson Development, LLC

\_\_\_\_\_  
Date

\_\_\_\_\_  
Susan K. Paulson, Trustee  
Paulson Development, LLC

\_\_\_\_\_  
Date

STATE OF WISCONSIN )  
\_\_\_\_\_ COUNTY) SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022, the above William M. Paulson and Susan K. Paulson to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public \_\_\_\_\_, Wisconsin  
My commission expires: \_\_\_\_\_

TOWN OF BRISTOL

Cover Sheet for Agenda Packet Section

IV. Business

c.

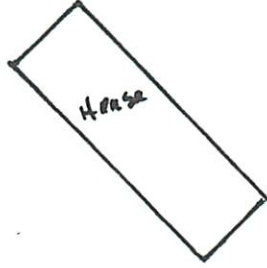
Property line

1500

~~XXXXXXXXXX~~

↑  
30' Access Drive

660'



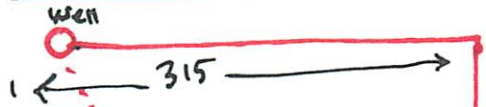
6.8 Acres  
(with 1/4 below) 6837

1/4 Acres

Paul EHRHARDT  
↓  
Kay JENSEN  
6837 Elder Lane  
S.P., 53590

450'

810'

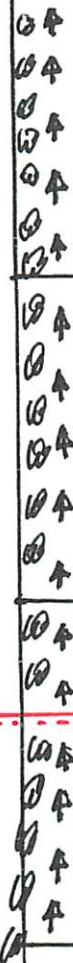


← 345' →

2+ Acres

2+ Acres

2+ Acres



↑ 30' →  
Access Drive

T & J  
Krebs

TOWN OF BRISTOL

Cover Sheet for Agenda Packet Section

IV. Business

d.

# CASTLETON MEADOW

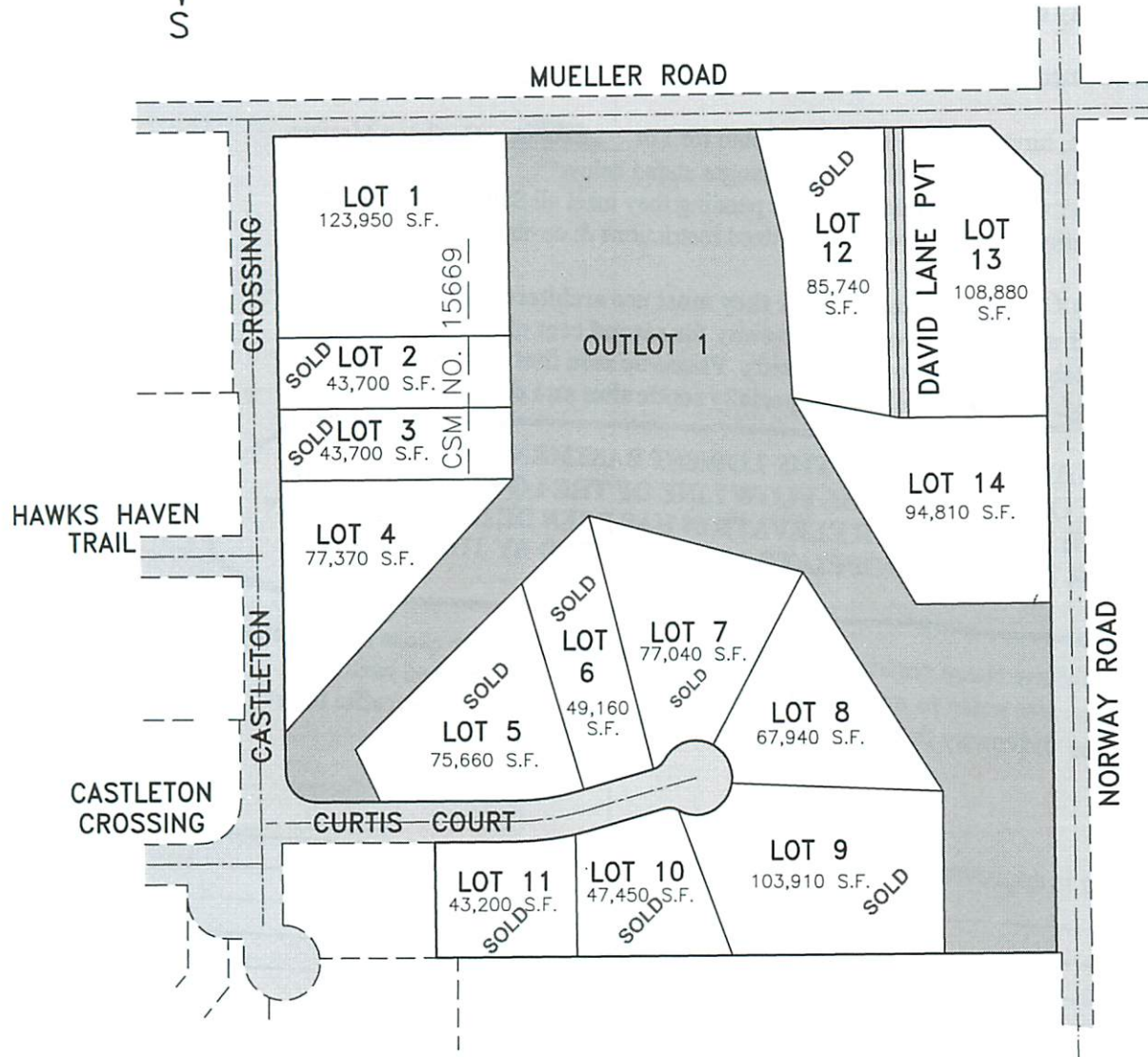
AND CSM NO. 15669

TOWN OF BRISTOL, DANE COUNTY, WISCONSIN



SCALE

1" = 300'



DEVELOPER  
CASTLETON MEADOW, LLC  
PO BOX 835  
SUN PRAIRIE, WI 53590

DATED: 5-16-2022

FILE NO.: 19-146



TOWN OF BRISTOL

Cover Sheet for Agenda Packet Section

IV. Business

e.

**TOWN OF BRISTOL  
OPERATOR LICENSE RENEWALS  
JULY 12, 2022 - JUNE 30, 2023**

Kevin A. Roate  
Jackie L. Smith

N V Corners, LLC  
N V Corners, LLC

New  
New

TOWN OF BRISTOL

Cover Sheet for Agenda Packet Section

IV. Business

f.

**From:** Kristin Schmitt <kschmitt1204@gmail.com>  
**Sent:** Monday, June 27, 2022 10:20 PM  
**To:** clerktreasurer@tn.bristol.wi.gov  
**Subject:** Cemetery Preservation  
**Attachments:** Cleaned Headstone Examples.pdf

Hello,

I am interested in volunteering to clean the headstones at Bristol Methodist Episcopal Cemetery (West Bristol Cemetery) on County Highway N, and I am seeking the Town's permission to do so. I am assuming this cemetery is still under the ownership of the Town of Bristol, but please correct me if I am wrong.

In particular, I am looking to clean the historical headstones (pre-WWII) in order to remove the biological matter like lichens, moss, and molds, which degrade stones over time. When cleaning stones, I do not use any chemicals or household cleaners, as those will damage the stones. Instead, I use a biological solution called D/2, which is a pH-neutral product that does not damage headstones. This product is utilized by the VA National Cemetery Administration, the National Park Service, and Arlington National Cemetery.

I'm interested in genealogy, and while visiting the cemeteries where my ancestors are buried, I noticed that a lot of their headstones were covered in biological growth, making their stones unreadable. I did a lot of research into how to clean them properly, and I found that I really enjoyed the process, so I decided to ask my local cemeteries if I could help clean their stones. It's important to me to give the names and stories back to those who came before us.

I have attached examples of my work for your reference. I would sincerely appreciate the Town of Bristol's approval so that I may go ahead with this project. If you have any questions or concerns, I would be happy to address them.

Sincerely,

Kristin LaBarre

