

**TOWN OF BRISTOL**  
*7747 County Road N, Sun Prairie WI 53590*  
**Jt. Planning -Town Board Meeting**  
**March 11, 2024, at 6:00 pm**

**ORDER OF BUSINESS**

**a. CALL TO ORDER**

The meeting was called to order at 6:03pm by Chairman Derr. Board Members Present – Derr, Grove and Willison. Planning: Sandy Dulin, Al Rogers and Brian Willison (no quorum). Zoning Administrator from General Engineering Co.: Kory Anderson. Sign-in sheet on file in Clerk’s office.

**b. PLEDGE OF ALLEGIANCE – RECITED**

**c. APPROVAL OF MINUTES FROM FEBRUARY 12, 2024, BOARD MEETING**

Motioned by Grove and seconded by Derr to approve February 12, 2024, Board minutes as written. Abstain by Brian Willison. Two ayes, Motion carried.

**d. APPROVAL OF CHECK REGISTER & TREASURER’S REPORT FOR FEBRUARY 2024**

Motioned by Grove and seconded by Derr to approve February 2024 check register. All ayes, Motion carried. Motioned by Grove and seconded by Derr to approve February 2024 Treasurer’s Report. All ayes, Motion carried.

**PUBLIC COMMENT**

Annie Tremaine requested enforcement of truck traffic traveling on Mile Rd. These are trucks using the pit nearby and should be taking other routes than Mile Rd.

**PARKS COMMITTEE REPORT**

Park Clean-up Day is scheduled for April 20. There is a need for mulch, sand and help with the ice rink board clean-up. Tamara Sondgeroth is continuing negotiations with the soccer club and a MOU for field use. Derr reported that the field was intended as a neighborhood park. Sondgeroth is going to look into scheduling software and report back to the board. June 1 – 8 is scheduled for our Parks Awareness week. The Committee would like to do a park awareness activity where people receive a punch card and then visit each park to obtain one punch in their card. If they visit all the parks they can get a treat on June 8. The Committee is asking for \$150 for the purchase of supplies for this activity.

**CHAIRPERSON REPORT**

- The DNR requires permits for the Twin Lane project and MSA is working on completing that process.

**BUSINESS FOR PLANNING COMM. & TOWN BOARD**

**a. DISCUSSION/CONSIDER AMENDMENT TO ORDINANCE 1.075 STRUCTURES PERMITTED WITHIN SETBACKS**

Item postponed as there is not a quorum for Planning Commission. Motioned by Willison and seconded by Grove to postpone all Planning Commission items All ayes, Motion carried.

**b. DISCUSS/CONSIDER STORAGE BUILDING ON PARCEL #0911-224-8370-0, CORNER OF BRANCH ROAD & ELDER LANE**

A proposed buyer is inquiring if a five bay storage building with three driveways on Branch Rd and one on Elder Ln would be acceptable for the parcel #0911-224-7370-0. It was explained that the property would have to come into compliance with to the new zoning. Comments by the board were recommended to double check the impervious ground, winter posting of the roads and how that would affect the use of the building, the lot even though it is zoned commercial is not in a designated commercial area in the town’s Comprehensive Plan. This lot was used as an overflow of parking for the bar/restaurant (Patches) across the street and that business is no longer there.

**TOWN OF BRISTOL**  
*7747 County Road N, Sun Prairie WI 53590*  
**Jt. Planning -Town Board Meeting**  
**March 11, 2024, at 6:00 pm**

- c. **DISCUSS/CONSIDER REQUEST FOR VARIANCE AT 6798 JAMAR CT., EXPANSION OF RESIDENTIAL GARAGE**  
Item postponed as there is not a quorum for Planning Commission. Motioned by Willison and seconded by Grove to postpone all Planning Commission items All ayes, Motion carried.
  
- d. **DISCUSS LOV-IT BRANDS FUTURE FILING OF A SPECIFIC IMPLEMENTATION PLAN (SIP)**  
Lov-It Brands presented their draft Specific Implementation Plan (SIP). Jim Arneson from Fox Arneson and Paul McIlheran from RA Smith explained and answered questions on the plan presented. The site still needs to be determined if it will be an assessment of Commercial or Industrial. Industrial assessments are completed by the State. DNR regulates high impact wells and the County regulates stormwater and wastewater. Discussion continued with resident and board feedback.

**BUSINESS FOR TOWN BOARD**

- a. **DISCUSS/CONSIDER APPROVAL OF THE 2024 FLY DANE PROGRAM MEMORANDUM OF AGREEMENT (MOA)**  
Motioned by Willison and seconded by Derr to approve the Memorandum of Agreement for the 2024 Fly Dane program. Two ayes, one nay. Motion carried.
  
- b. **DISCUSS/CONSIDER OPERATOR LICENSE FOR RANDY J. COCHRAN, MARCH 16, 2024 – JUNE 30, 2024**  
Randy Cochran’s application was submitted and fees paid. No concerns were found with background checks. Motion by Grove and second by Willison to approve Randy J. Cochran Operator Licenses for March 16, 2024 – June 30, 2024. All ayes, motion carried.
  
- c. **DISCUSS/CONSIDER SPRING BURN DATES**  
Motioned by Grove and seconded by Willison to approve the spring burn dates for subdivisions starting March 14 and running every other weekend Thursday – Sunday until April 28. All ayes, Motion carried.

**SET FUTURE MEETINGS AND AGENDAS**

April 8, 2024 – Jt. Plan-Board Meeting with Comprehensive Plan updating

**ADJOURN**

Motioned by Grove and seconded by Willison to adjourn at 8:42 p.m. All ayes, Motion carried.

Submitted by Kim Grob, Clerk-Treasurer