

**TOWN OF BRISTOL**  
*7747 County Road N, Sun Prairie WI 53590*  
**Jt. Planning -Town Board Meeting**  
**May 13, 2024, 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. Planning: Sandy Dulin, Al Rogers, Travis Larson, and Brian Willison. Sign-in sheet on file in Clerk's office.

**b. PLEDGE OF ALLEGIANCE – RECITED**

**c. APPROVAL OF MINUTES FROM APRIL 8, 2024, BOARD MEETING**

Planning: Motioned by Dulin and seconded by Larson to approve April 8, 2024, minutes as written. All ayes, Motion carried. Board: Motioned by Grove and seconded by Willison to approve April 8, 2024, Board minutes as written. All ayes, Motion carried.

**d. APPROVAL OF CHECK REGISTER & TREASURER'S REPORT FOR APRIL 2024**

Motioned by Grove and seconded by Willison to approve April 2024 check register. All ayes, Motion carried. Motioned by Willison and seconded by Grove to approve April 2024 Treasurer's Report. All ayes, Motion carried.

**PUBLIC COMMENT - NONE**

**PARKS COMMITTEE REPORT**

Grove reported the park punch card activity will be June 1 – 8th. Residents can receive a punch card to visit Bristol parks, punch their card at each park and once all the parks are visited filled punch cards can be brought to the town hall office to receive a treat.

**CHAIRPERSON REPORT**

- Twin Lane Rd project is going well as discussed with MSA Engineer. Additional traffic signage was added by the contractor at the start of the project to help notify traffic of the road being closed.

**BUSINESS FOR TOWN BOARD**

**a. DISCUSSION/CONSIDER 2024 ROAD WORK BIDS**

Sealed bids were opened and reviewed.

Wedging: Motioned by Willison and seconded by Grove to accept bid from Tri-County at \$102.50/ton. All ayes, Motion carried. Crack Filling: Motioned by Grove and seconded by Willison to accept bid from Thunder Road, LLC at \$1.50/lb. All ayes, Motion carried. Chip Sealing: Motioned by Grove and seconded by Willison to accept bid from Fahner Asphalt Sealers LLC at \$18,657 a 20' mile for ¼" washed granite. All ayes, Motioned carried.

**b. DISCUSS/CONSIDER SECURITY CAMERA SYSTEM INSTALLMENT FOR TOWN HALL AND RECYCLE CENTER**

Motioned by Derr and seconded by Grove to table until additional information can be given. All ayes, Motion carried.

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

**a. DISCUSSION/CONSIDER ZONING CHANGE FOR PARCEL 0911-111-8501-3, 1935 COUNTY HWY V, ST. JOSEPH CHURCH FROM A-1 (LEGACY) TO COM COMERCIAL ZONING DISTRICT**

St. Joseph Church is requesting a rezone change from A-1 (Legacy) to COM to bring the property into zoning compliance for building an addition onto the church. Planning: Motioned by Rogers and seconded by Larson to recommend for the Board to approve the rezone from A-1 to COM for St. Joseph Church. All

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ayes, motioned carried. Board: Motioned by Willison and seconded by Grove to approve the rezone request by St. Joseph Church from A-1 to COM as recommended by the Planning Commission. All ayes, motioned carried.

**b. DISCUSS/CONSIDER SIP FOR PRAIRIE PINES GOLF CLUB**

John Kastner from Vierbicher explained the submitted Specific Implementation Plan (SIP) phase 1, the development of the clubhouse, venue buildings and parking lot. Discussion occurred regarding the relocation of the driver's range. The club owners are planning on moving the range but there are no definite plans on what would be done with that piece of land. Residents expressed concerns about the increased traffic and speed of the traffic on Happy Valley with several ideas being discussed. The Simon's expressed that the safety of everyone traveling on Happy Valley is important to them and are open to working with the town to the best of their ability. The lighting plan is still in process and should be discussed/reviewed at future meetings. Planning: Motioned by Rogers and seconded by Larson to recommend approving the Specific Implementation Plan (SIP) Phase 1 for the Prairie Pines Golf Club. All ayes, motioned carried. Board: Motioned by Willison and seconded by Grove to approve, as recommended by the Planning Commission, the Specific Implementation Plan (SIP) Phase 1 for the Prairie Pines Golf Club contingent approval by the town's attorney in reviewing of the Developer's Agreement. All ayes, motioned carried.

**c. DISCUSS/CONSIDER ZONING CHANGE FOR PARCEL 0911-192-8075-0, 3081 VINBURN ROAD, LETHA GAST FROM A-1 (LEGACY) TO SFR**

Letha Gast is requesting a zoning change from A-1 (Legacy) to SFR in compliance with the town's zoning and to be able to construct an accessory building to the height allowed in the SFR zoning. Motioned by Willison and seconded by Grove to approve the rezone from A-1 (Legacy) to SFR. All ayes, motioned carried.

**d. DISCUSS/CONSIDER ZONING CHANGE/C.U.P. REVIEW FOR PARCEL 0911-063-8790-0, 3142 GILBERTSON ROAD, JASON & ERICA KNAUS FROM A-1 (LEGACY) TO SFR**

Jason and Erica Knaus are requesting a zoning change from A-1 (Legacy) to SFR and a Conditional Use Permit to add a bathroom to their accessory building. Sandy Dulin read the C.U.P. conditions stated. Planning: Motioned by Rogers and seconded by Willison to recommend approval of the rezone from A-1 (Legacy) to SFR and the Conditional Use Permit as all standards have been met. Board: Motioned by Grove and seconded by Willison to approve the rezone from A-1 (Legacy) to SFR and the Conditional Use Permit as recommended by the Planning Commission. All ayes, Motion carried.

**e. DISCUSS COMPREHENSIVE PLAN UPDATE STRATEGIES & ACTIONS TO ACCOMPLISH GOALS & OBJECTIVES OF THE PLAN**

Review and discussion occurred on the draft goals and objectives for the comprehensive plan. Future meeting dates were discussed for public review with anticipating a draft to be presented by early fall 2024.

**SET FUTURE MEETINGS AND AGENDAS**

June 10, 2024 – Jt. Planning-Board Meeting

**ADJOURN**

Planning: Motioned by Willison and seconded by Rogers to adjourn at 8:33pm. All ayes, Motion carried.  
Board: Motioned by Willison and seconded by Grove to adjourn at 8:33pm. All ayes, Motion carried.

Submitted by Kim Grob, Clerk-Treasurer