TOWN OF BRISTOL

7747 County Road N, Sun Prairie WI 53590

Jt. Planning-Town Board Meeting

October 19, 2026

Immediately Following Public Hearing

ORDER OF BUSINESS

a. CALL TO ORDER

The meeting was called to order at 6:08pm by Chairman Willison. Board Members Present – Willison, Grove and Kvalo. Planning: Daniel Everson, Travis Larson, Al Rogers, Scott Manke and Chuck Kvalo. Sign-in sheet on file in the Clerk's office.

b. PLEDGE OF ALLEGIANCE – RECITED

c. APPROVAL OF MINUTES: SEPTEMBER 28, 2026, MEETING

Planning: Motioned by Larson and seconded by Manke to approve September 28, 2026, with addition to section IV, a., Conditional Approval Item – "All out buildings must be demolished, and home trailer must be removed from the property before the Plat is signed by the town and recorded at the Register of Deeds" and summarization added to section VI. 3- aye's, 0-nay's, abstained by Rogers. Motion carried. Board: Motioned by Kvalo and seconded by grove to approve September 28, 2026, with addition to section IV, a., Conditional Approval Item – "All out buildings must be demolished, and home trailer must be removed from the property before the Plat is signed by the town and recorded at the Register of Deeds" and summarization added to section VI. All aye's, motion carried.

d. APPROVAL OF CHECK REGISTER AND TREASURER'S REPORT FOR SEPTEMBER 2026

Motioned by Kvalo and seconded by Grove to approve September 2026 check register. All aye's, motion carried. Motioned by Grove and seconded by Kvalo to approve September 2026 treasurer's report. All aye's, motion carried.

PUBLIC COMMENT

Rep. District 48 Andrew Hysell introduced.

PARKS COMMITTEE REPORT

Manke reported the tree grant has been submitted.

BUSINESS FOR PLANNING COMMISSION & TOWN BOARD

a. DISCUSS/CONSIDER APPOINTING DANIEL EVERSON TO THE CHAIR OF THE PLANNING COMMISSION

Steve Schwartzer stepped down from the Planning Commission Chair and requested to be a regular Planning Commission member. Chairman Willison recommended appointing Daniel Everson to the Chair position and keeping Steve Schwartzer as a regular Planning Commission member. Board: Motioned by Grove and seconded by Kvalo to approve the appointing of Daniel Everson to the Planning Commission Chair. All aye's, motion carried.

b. DISCUSS/CONSIDER APPROVAL OF CONTRACTING WITH MUNICIPAL CODE ENFORCEMENT LLC

Allison Schwark from Municipal Code Enforcement, LLC explained that her company provides enforcement and administers municipal codes services for municipalities. Motioned by Kvalo and

APPROVED

seconded by Grove to approve entering into a contract with Municipal Code Enforcement, LLC effective November 1, 2026 through December 31, 2027.

c. DISCUSS/CONSIDER CREATION OF 2.5224-ACRE PARCEL BY CSM AND REZONE FROM AG TO SFR FROM PARCEL #0911-291-8022-0, CORNER OF HAPPY VALLEY ROAD AND COUNTY HWY N

Chase Mikula is petitioning to create a 2.5224-acre parcel from #0911-291-8022-0 at the corner of Happy Valley Rd and County Hwy N with the intention to create a future home. Plan: Motioned by Larson and seconded by Rogers to approve the creation of 2.5224-acre parcel by CSM and rezone from AG to SFR from parcel #0911-291-8022-0 with the following conditions included. All aye's, motion carried. Board: Motioned by Grove and seconded by Kvalo to approve the creation of 2.5224-acre parcel by CSM and rezone from AG to SFR from parcel #0911-291-8022-0, with the following conditions included. All aye's, motion carried.

Conditional Approval Items:

- Cross hatching is added to the CSM at the corner of Happy Valley Rd and County Hwy N. Noted for no access from County Hwy N and within vision corner on Happy Valley Rd.
- CSM shows the existing farm driveway on parcel
- Deed Restriction of no further splits for farmstead
- Deed Restrictions are recorded at the same time as the CSM, and a copy is given to the Clerk

FUTURE MEETINGS AND AGENDAS

November 16, 2026 – Board Meeting / Tentative Public Hearing for Cooperative Plan with Sun Prairie

ADJOURN

Planning: Motioned by Rogers and seconded by Larson to adjourn at 7:54pm. All aye's, motion carried. Board: Motioned by Grove and seconded by Kvalo to adjourn at 7:54pm. All aye's, Motion carried.

Submitted by Kim Grob, Clerk-Treasurer

APPROVED