Final Minutes of the Town of Cross Plains Plan Commission Meeting

February 10, 2025 @ 7:00 PM

Noticing was done by Town Clerk Nancy Meinholz. Agenda was posted on town hall/town garage bulletin boards and posted on the town website.

Present Plan Commission Members: Wayne Parrell, Jim Schmitt, Mike Coyle, Tom Rhude, Greg Hyer by Zoom.

Absent Plan Commission Members:

Staff in Attendance: Jennifer Broberg, Patty Hillebrand

Interested Citizens: Karl Dettmann, Jim Garfoot

**Call to Order:** Parrell called the meeting to order at 7:02 pm.

**Approve Minutes:** Motion was made by Coyle and seconded by Rhude to approve the January 13, 2025 minutes. The motion passed unanimously.

**Public Comment:** Karl Dettmann purchased a 20 acre sub-standard parcel with 2(?) splits that is adjacent to his current property. He would like to move a home site from the sub-standard parcel to his current property. Dettmann will submit the density study and this can be added to a future agenda.

Jim Garfoot stated that the County agreed to his transfer of development rights. He also stated that the assessment for his parcel near Cross Plains increased from $65,000 to $305,000. Hyer advised he should check with the assessor regarding the increase.

**Discussion/Action:** Dane County Zoning Ordinance Amendment #23. Parrell’s questions: #6 of the Conditional Use Process after OA #23 states that approximately 2 weeks prior to the County public hearing, the County Staff Report will be sent to the applicant. Will they also send the Township a copy? Also, when the Township does a review, is it at a separate meeting or at the regular meeting? If separate, there may need to be an additional charge.

Schmitt is unsure how the township should respond to the County regarding CUP recommendations and how the timeframe for making recommendations will work within the County schedule for CUPs. Also, he found that there are eight standards in obtaining a CUP from the County. Standard #7 states that ‘The conditional use is consistent with the adopted Town and County Comprehensive Plans.’

Per Coyle, the Township has less liability with the County required to make the decision.

Hyer will raise the concerns regarding timeframe and information sharing.

Hyer believes we should look at all CUPs and see what could be pulled into a new zoning category.

A motion was made to approve Amendment #23 by Coyle and seconded by Rhude. The motion passed unanimously.

There being no further items, Rhude motioned to adjourn the meeting and Coyle seconded the motion. The motion passed unanimously. The meeting adjourned at 8:20 pm.

Secretary: Next meeting is Monday, March 10, 2025 (agenda items due March 3, 2025).