

**TOWN OF SUN PRAIRIE**  
**PLAN COMMISSION MEETING MINUTES**  
**March 15, 2021**

**Call to Order:** The meeting of the Town of Sun Prairie Plan Commission was called to order at 5:34 p.m. The following members were present: Chairman, D Yelk, J Case, D Kalmerton, P Stang, M Lydon, J Tatar via phone and Secretary, K Weisensel. **Absent:** Al Meyer. Guests: Brian Lee, Mili Castro and Christopher Simpson.

**Statement of Public Notice:** Record in the minutes that the notice of this meeting was posted on the three Town bulletin boards March 11, 2021.

**Approve Minutes from prior meeting:** D Kalmerton made a motion to approve minutes as presented from planning commission meeting, 2/15/21. Seconded by M Lydon. Motion carried.

**Public Hearing:** On a request from Brian Lee to rezone Parcel #0811-324-9705-0, .66 acres, currently zoned A1-(EX) (Exclusive Agriculture District) to SFR (Single Family Residence), located at 4778 Cardinal Ln. He would like to build an accessory building. After a brief discussion a motion to approve was in order.

Motion by: P Stang

Seconded by: D Kalmerton

Motion carried.

**Preliminary Hearing:** On a request from Flores Castro to possibly build 2 homes on Parcel #0811-324-7812-4, located at Lot #2, Helgeland Dr., approximately .53 acre, currently zoned R-1. Chairman, D Yelk stated that she would not be able to build 2 homes on this parcel because of the size of the parcel. Chairman, D Yelk suggested she contact a builder and they can help her with the process. Also, she should complete a Land Use Permit and she can contact the building inspector with any more questions.

**Preliminary Hearing:** On a request from Christopher Simpson to possibly open a bar/event venue at his residence, 4591 County Hwy. TT, Sun Prairie. Parcel #0811-333-8761-0, currently zoned C-1, 0.52 acres. He has a 40 x 40 garage attached to his residence. Chairman, D Yelk stated that he would need a Conditional Use Permit and he would also need to rezone. The Town does have one Reserve Liquor License available for a cost of \$10,000. Parking is also an issue. Chairman, D Yelk suggested that he contacts the Fire Department to inquire about the Commercial Building Code and Dane County Public Health Dept. regarding installing another septic system and bathrooms for a commercial business.

**Consider and Take Action:** Approval from the Planning Commission for Alyssa Stang to use the survey results from the Comprehensive Plan update for her Marketing Research class at the UW-Madison.

Motion by: M Lydon

Seconded by: J Case

Motion carried.

**Other development and design issues:** Chairman, D Yelk asked the Planning Commission how they want to handle Sign Permit Applications in the future. After much discussion, it was suggested that Chairman, D Yelk look over the permit application and grant permission if it meets the standard rules. If it is not meet the standard rules, then bring the application to the Planning Commission for review.

**Set Next Meeting Date/Adjournment:** The next meeting of the Town of Sun Prairie Planning Commission is set for Monday, April 19, 2021 at 5:30 p.m. P Stang moved to adjourn the meeting. Meeting adjourned at 6:31 p.m. Motion carries.

Kay Weisensel, Secretary  
Town of Sun Prairie Planning Commission

DRAFT