

TOWN OF SUN PRAIRIE
PLAN COMMISSION MEETING MINUTES
November 20, 2023

Call to Order: The meeting of the Town of Sun Prairie Plan Commission was called to order at 5:40 p.m. The following members were present: Chairman, D Yelk, A Meyer, D Kalmerton, J Case, M Lydon and Secretary, K Weisensel. **Guests:** Travis Leaser, Joe & Melodi Weisensel, Jordan Schulz and Felix Jaramillo. **Absent:** P Stang and J. Tatar.

Pledge of Allegiance: J Case led the pledge.

Statement of Public Notice: Record in the minutes that the notice of this meeting was posted on the three Town bulletin boards November 16, 2023.

Design Review: Design review on a proposed 1200 sq. foot building on Parcel #0811-074-8320-0, located at 5843 Bird St., currently zoned COM (Commercial District). Ray & Mary Thomson are going to use this building for cold storage of their personal belongings and maybe a few items for their business, Leader of the Pack doggy daycare. This will a commercial building on commercial property. Chairman, D Yelk requested that they maintain a vegetated buffer wherever possible. After a brief discussion a motion to approve was in order.

Motion by: D Yelk

Seconded by: M. Lydon

Motion carried

Public Hearing: on a Conditional Use Permit request from Felix Jaramillo on Parcel #0811-313-8500-2, 18.5 acres, currently zoned A-2 (Agricultural District), located at 3145 County Road T. Felix wants to provide some type of temporary housing for his farm employees. After much discussion a motion was made to approve the request.

Motion by: D Kalmerton

Seconded by: J Case

Motion carried.

Public Hearing: on a Conditional Use Permit request from Jordan Schulz on Parcel #0811-162-8070-6, 5.43 acres, currently zoned AG (Agricultural District), located at 2553 Bailey Road. Jordan wants to add bathroom facilities in his office/workshop. This facility is only for private family use. After much discussion a motion was made to approve the request.

Motion by: J Case

Seconded by: D Kalmerton

Motion carried.

Public Hearing: on a Conditional Use Permit request from Jordan Schulz on Parcel #0811-162-8070-6, 5.43 acres, currently zoned AG (Agricultural District), located at 2553 Bailey Road. Jordan & his wife, Elizabeth operates an Air-b-b at this location, which originally was a milkhouse. In order to operate this business, it needs to come into compliance, and a Conditional Use Permit is needed for the bathroom facilities. After much discussion a motion was made to approve the request.

Motion by: D Kalmerton

Seconded by: M Lydon

Motion carried.

Other development and design issues: Mark Lydon gave an update on the Comprehensive Plan project for the Town of Sun Prairie. Mark still needs to do some updating on the plan. We also need to publish the plan for 30 days before it can approved by the Planning Commission. We are looking at February 2024 for a possible completion date.

Set Next Meeting Date/Adjournment: The next meeting of the Town of Sun Prairie Planning Commission is set for Monday, December 18, 2023 at 5:30 p.m. J Case moved to adjourn the meeting. Meeting adjourned at 7:08 p.m. Motion carries.

Kay Weisensel, Secretary
Town of Sun Prairie Planning Commission