

**TOWN OF PLEASANT SPRINGS**  
**DANE COUNTY, WISCONSIN**  
**RECORD OF THE PLAN COMMISSION MEETING**  
**NOVEMBER 13, 2024 - 6:30 P.M.**

**MEETING LOCATION:** Town Hall, 2354 County Rd N

**CALL TO ORDER**

Chair Dalsoren called the meeting to order at 6:30pm.

**PLAN COMMISSION MEMBERS PRESENT:** Chair Dalsoren, members, Keith Comstock, Lila Lemanski, Jim Schiferl, Board Liaison Melanie Miller, and Deputy Clerk/Treasurer Spilde.

**PLAN COMMISSION MEMBERS ABSENT:**

Troy Wieser, Nick Pfundheller

**OTHERS PRESENT:**

Cheryl Skjolaas, 2292 Washington Rd,  
Brad Ederer, 308 Hoover St., Sun Prairie

**MINUTES OF THE OCTOBER 09 PLAN COMMISSION MEETING**

Motion by Commissioner Comstock, second by Commissioner Schiferl to approve the October 09 Plan commission minutes with the amendment that Board Liaison Millers name is removed from the "Member Present" as she was absent. Motion carries 5-0.

**PUBLIC COMMENT**

No one spoke during the public comment period.

## **BUSINESS**

- 1. Discussion and possible action regarding a request from Carmen Skjolaas, applicant, and Cheryl Skjolaas, agent, to split parcel #046/0611-244-9500-8, 34.0 acres, located at 1649 County Hwy B, and create a new parcel, approximately 4.0 acres, to include the residential dwelling, barns and sheds, and rezone the new parcel from FP-35 to RR-4 for the purposes of generational property transfer.**

Commissioner Comstock reported out on the request. The density study was included in the packet indicating there is a split available and the approval would not need to be deed restricted as there would be another split available. A short discussion was held.

Motion by Commissioner Comstock, second by Commissioner Schiferl to approve the split of parcel #046/0611-244-9500-8, 34.0 acres, located at 1649 County Hwy B, to create a new parcel, approximately 4.0 acres rezone the new parcel from FP-35 to RR-4 for the purposes of generational property transfer. Motion carries 5-0.

- 2. Discussion and possible action regarding a Preliminary Certified Survey Map from Carmen Skjolaas, applicant, and Cheryl Skjolaas, agent, for a new parcel, approximately 4.0 acres, dated 9/19/24.**

Commissioner Comstock reported out and the Commissioners reviewed the Preliminary CSM. Chair Dalsoren noted that the new parcel must be more than 4 acres to be zoned as RR-4. She noted on the Final CSM, the driveway and utility poles must be included as well as a correct signature page. Commissioner Comstock included that the existing structures should be marked on the Final CSM and setback requirements met. A discussion was held. Chair Dalsoren mentioned that if the property changes ownership between the Preliminary and Final CSM, the new owner must be updated on the Final CSM.

Motion by Commissioner Comstock, second by Board Liaison Miller to approve the Preliminary Certified Survey Map for a new parcel, approximately 4.0 acres, dated 9/19/24 with the stipulation the applicant includes the utilities, driveways, existing structures, setbacks, correct town language and Clerk/Treasurers signatures on the Final Certified Survey Map. Motion carries 5-0.

**3. Review and possible approval of 2025 due dates and meeting dates for consideration of Plan Commission items.**

Commissioner Comstock requested the 2025 meeting time is changed from 6:30pm to 6:00pm. Discussion was held.

Motion by Commissioner Comstock, second by Commissioner Schiferl to approve the 2025 Plan Commission due dates and meeting dates and amended the meeting start time 6:00pm instead of 6:30pm. Motion carries 5-0.

**4. Review of Building Inspector's report / occupancy permits issued in October 2024 (as available).**

Commissioners reviewed the reports. Chair Dalsoren asked if the property owners located at 1896 Williams Dr. have obtained a building permit for the cell tower.

**5. Report from Town Board liaison, Melanie Miller, concerning any Plan Commission agenda items discussed or acted upon by the Town Board.**

Board Liaison Miller reported out on the October 15th Town Board Meeting. The Board passed two Final Certified Survey Maps; Philip Ghiloni, 2856 & 2854 Williams Dr. and Keith Comstock, parcel #'s 0611-303-6541-3 & 0611-303-6552-0.

The Board also approved the 3 applicants for the Comprehensive Subcommittee plan and the Chair of the Subcommittee will be appointed at the November 19th meeting.

**6. Reports/Correspondence**

Commissioner Schiferl reported out and gave an update on the Conditional Use Permit request located at 1722 Oakview Dr. The Byers, applicants, will be withdrawing their application and no longer pursuing the CUP.

**7. Agenda items for future Plan Commission meeting(s):**

- **Review of Comprehensive Plan (ongoing as available or necessary), and**
- **Any other items as needed, submitted, or requested.**

**ADJOURNMENT**

Motion by Commissioner Comstock, second by Commissioner Schiferl to adjourn at 6:52pm. Motion carries unanimously.

Respectively Submitted,

Danielle Spilde, Deputy Clerk/Treasurer