

TOWN OF WESTPORT
REGULAR BOARD MEETING
Kennedy Administration Building
Community Meeting Room
5387 Mary Lake Road
Town of Westport, Wisconsin

AGENDA - Monday, June 7, 2021 7:00 p.m.

1. Call to Order
2. Public Comment On Matters Not On the Agenda
3. Approve Minutes
4. Review/Approve Liquor, Operator and Related Licenses
5. Driveway/Access/Utility/Road Opening Permits
5825 Hunt Club Driveway Variance (Allow 3 Driveways), Discussion/Action
6. Water Utility/Fire Protection Utility
Miscellaneous
7. Sewer Utility
Miscellaneous
8. Engineer Report
Miscellaneous Ongoing Projects
9. Friends of Schumacher Farm Temporary Class "B"/"Class B" Retailers License
(June 12, 2021; Schumacher Farm Music Festival), Schumacher Farm County
Park, 5682 STH 19, Discussion/Action
10. Historic Preservation Commission Member Appointment Discussion/Action
11. COVID-19 Responses Discussion/Action
12. Committee Reports/Items for Action
Personnel Committee Public Works Committee Westport/Middleton JZC
Audit Committee Town Plan Commission Westport/Waunakee JPC
13. Administrative Matters
14. Miscellaneous Business/Forthcoming Events
15. Pay Current Bills
16. Adjourn

If you need reasonable accommodations to access this meeting, please contact the clerk's office at 849-4372 at least three business days in advance so arrangements can be made to accommodate the request.

TOWN OF WESTPORT
AUDIT COMMITTEE MEETING
Kennedy Administration Building
Community Meeting Room
5387 Mary Lake Road
Town of Westport, Wisconsin

AGENDA - Monday, June 7, 2021 6:30 p.m.

This meeting is being noticed as a possible gathering of a quorum of the Westport Town Board due to the possible attendance of Supervisors not appointed to the Committee. Supervisors may discuss items on this agenda, or gather information on these items, but no action will be taken on these items as the Town Board.

1. Call to order
2. Approve minutes
3. Review/approve bills for payment
4. Adjourn

If you need reasonable accommodations to access this meeting, please contact the clerk's office at 849-4372 at least three business days in advance so arrangements can be made to accommodate the request.

TOWN OF WESTPORT

TOWN BOARD - Monday, May 17, 2021

The regular semi-monthly meeting of the Town Board was called to order at 7:01 p.m. by Chair Grosskopf using video conferencing via GoToMeeting.com. Members Present: Cuccia, Enge, Grosskopf, Sipsma, and Trotter. Members Absent: None. Also Present: Bob Anderson, Jessica Frey, Bonnie Natera, Mitch Soentenga, Mike Smith, Dave Olesczuk, Dennis Tiziani, Buck Sweeney, Dave Parker, Justin Temple, Joshua and Tara Conger, Amy Bernards, Jennifer Schmidt, Mark Williamson, "John Q. Public," Tim Wohlers, and Tom Wilson.

There was Public Comment On Matters Not On the Agenda by Mitch Soentenga and Mike Smith regarding band noise in the Tara Addition to Mary Lake from Camp Beef Butter and Wilson was directed to work on the concerns with the owner of the facility and the complainants.

The minutes of May 3, 2021 regular meeting were approved as presented on a motion by Sipsma, second Enge.

A Regular Operator License for Andrea Stormer as on file with the Clerk and presented was granted subject all state and local requirements on a motion by Sipsma, second Trotter.

After an introduction by Wilson, comments by the owners and their engineer, and a lengthy discussion, the Driveway Permit/Variance request for 5825 Hunt Club Driveway (Allow 3 Driveways) matter was postponed for further review and presentation of additional information at the next regular meeting on a motion by Cuccia, second Sipsma.

After a presentation by Wilson and a brief discussion, the Change of Registered Agent for Alcohol Beverage License, Kwik Trip, 5420 Willow Road, was approved as presented subject to all state and local requirements on a motion by Trotter, second Sipsma.

After a presentation by Wilson and comments by representatives of the applicant, including its attorney, the Dane County Shoreland/Wetland Zoning Permits/Project Support, Cherokee Country Club Golf Course Construction, Cherokee Park, Inc., 5000 N. Sherman Avenue (Town Zoning), matter was recommended for approval and Town support as presented and consistent with the Town Plan Commission recommendation, with Wilson to take necessary steps supporting the action, on a motion by Sipsma, second Enge.

After a presentation by Wilson, a review of the Town Plan Commission action on the item, additional comments by the owner, and a lengthy discussion, Resolution 21-07 [Approve Land Division (Create 1 Residential Lot), Bernards, 4895 Easy Street (Town Zoning)] was adopted with conditions and restriction as recommended by Wilson to the Town Plan Commission in his staff agenda memo based on the reasoning presented in that memo, with Wilson to draft a written resolution consistent with this action for approval by the Board Chair, and to include a condition for the release of retail sales on the parcel as consideration for the additional use (residential site) on the parcel, on a motion by Sipsma, second Enge, by a vote of 4-1 (Grosskopf dissenting), after a motion to approve without the additional retail sales release condition by Enge, second Cuccia, failed by a vote of 2-3 (Grosskopf, Sipsma and Trotter dissenting)..

After a presentation by Wilson, comments by the applicant and their attorney, and discussion, the Dane County Variance (Flood Fringe District Construction), Parker, 5162 Reynolds Avenue

(Waunakee ETZ), was recommended for approval as presented and consistent with the Town Plan Commission recommendation on a motion by Sipsma, second Trotter.

After a presentation by Wilson on the status of the matter and discussion, Resolution 21-08 [Recommend Approval of Rezone and Approval of Land Division (Create 1 Residential Lot, ER-1 Zoning), Williamson/Ziegler, 5613 STH 19 (Waunakee ETZ)] was adopted with conditions and restriction as recommended by the Plan Commission and JPC, with Wilson to draft a written resolution consistent with this action for approval by the Board Chair, on a motion by Sipsma, second Cuccia.

After a presentation by Wilson and brief discussion, the Fireworks Display Permit, Bishops Bay Country Club, American Patriot Pyro, Inc., June 5, 2021, 3500 Bishops Bay Drive, was approved as presented subject to all Town requirements on a motion by Sipsma, second Cuccia.

Wilson provided an update on Town COVID-19 Responses, and specifically regarding having a virtual option available for meetings once they resume in person (likely in June), that the lobby will open June 1 to allow time for staff to prepare the facility, and that Dane County has advised that it will issue a new rule tomorrow on masking and social distancing which will take into consideration the new CDC recommendations.

Grosskopf and Wilson reported on items before the plan commission/committees. The Audit Committee recommended payment of bills as presented by Wilson after questions were answered.

For Administrative Matters raised, Sipsma inquired more about noise complaints related to Camp Beef Butter to which Wilson responded and confirmed previously raised issues in the meeting to handle.

For Miscellaneous Business or Forthcoming Events raised, Wilson advised that the next board meeting will be in person on June 7 with BOR starting at 5:00 p.m. for two hours at least, and Wilson advised of the DCTA annual meeting this Wednesday night by Zoom and asked for someone or all to attend with him.

Current bills were paid as presented by Wilson and recommended by the Audit Committee after questions were answered on a motion by Enge, second Sipsma.

Motion to adjourn by Trotter, second Cuccia. The meeting adjourned at 8:35 p.m.

Thomas G. Wilson
Attorney/Administrator/Clerk-Treasurer

AGENDA ITEM #5:

Driveway/Access/Utility/Road Opening Permits
5825 Hunt Club Driveway Variance (Allow 3 Driveways),
Discussion/Action



April 27, 2021

MEMO TO: Village of Westport, Bob Anderson

MEMO FROM: Temple Builders LLC

MEMO RE: 5825 Hunt Club Way—Requesting 3rd driveway access

Good Afternoon,

I am writing you to request consideration of adding a 3rd driveway access point for the home being built at 5825 Hunt Club Way.

Our customers have become increasingly concerned about the visibility on the bend of Hunt Club Way. When there are cars parked on the bend you cannot see very well as you round the bend. The goal is to get the driveway added in front of the home to keep visiting guests off the roadway when the entertain or have guests over.

They have a young child and they want to be able to feel comfortable letting her ride her bike around and play without them having to worry about traffic concerns.

I have marked the site with the proposed driveways. We are proposing having a two-access driveway in front of the main entrance to the house, the two access points are roughly 77' apart and then the 3rd access point is roughly 135' away from the closest access point in the front of the home. I feel this lot is unique in the fact that they have over 500' of road frontage and the driveways we are proposing are a fair distance apart as to not create pinch points for ingress/egress.

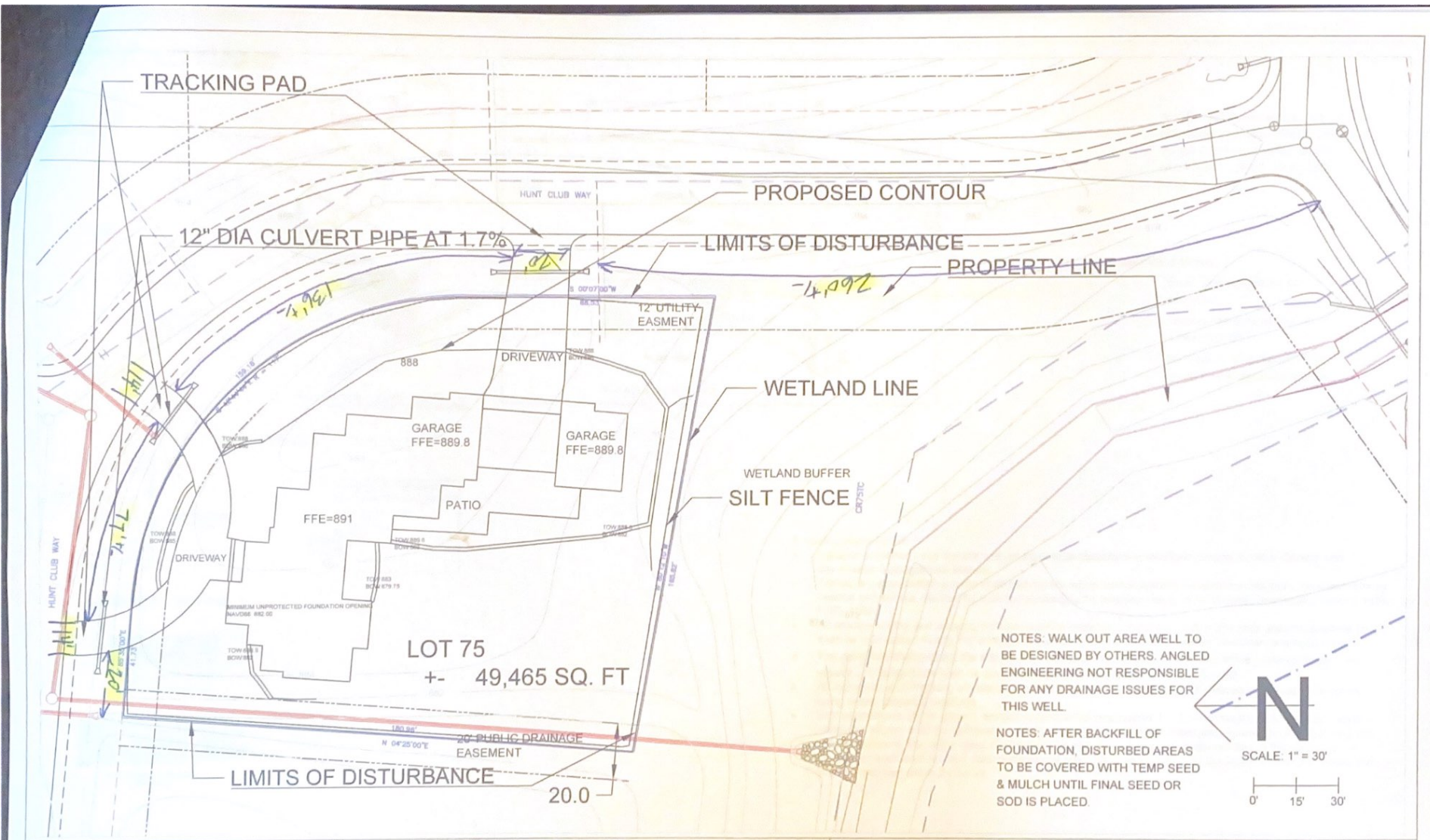
Please feel free to contact me at any time, my cell number is 608-239-6585.

Regards,



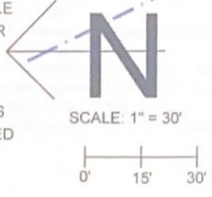
Justin Temple

President, Temple Builders LLC348-542N



NOTES: WALK OUT AREA WELL TO BE DESIGNED BY OTHERS. ANGLED ENGINEERING NOT RESPONSIBLE FOR ANY DRAINAGE ISSUES FOR THIS WELL.

NOTES: AFTER BACKFILL OF FOUNDATION, DISTURBED AREAS TO BE COVERED WITH TEMP SEED & MULCH UNTIL FINAL SEED OR SOD IS PLACED.



PREPARED BY:
NICK KONOPACKI, P.E.

PROJECT:
CONGER RESIDENCE
ADDRESS:
LOT 75, HUNT CLUB WAY
WAUNAKEE, WI 53575

SHEET TITLE:
EROSION CONTROL PLAN

DATE:
9/24/19
SHEET: 6

TOWN OF WESTPORT DRIVEWAY PERMIT

5825 Hunt Club Way

Date of Request: 2/5/2020 Requested by: Temple Builders

Property Owner: Josh + Tam Conger Lot or Parcel Description: lot 75 Hunt Club Way

Proposed Driveway Location: see attached

Intended Use: residential home access / drop off

Stopping Site Distance Available: _____

Posted Speed Limit: 25 Stopping Site Distance Required at Posted Speed Limit: _____

Remarks: _____

Drainage Consideration: culverts (3) under access points to roadway

NOTE: Stopping site distance for driveways is measured with an eye height of 3.5 feet above the pavement and an object height of 0.5 feet above shoulder elevation.

Required stopping distance $d = 1.47 Vt + \frac{V^2}{30[f \pm G]}$

V = Speed in miles per hour

t = Reaction time (2.5 seconds)

f = Coefficient of skidding friction for wet pavement

G = Grade in feet per feet (- for down hill, + for up hill)

I Temple Builders LLC as owner/agent of the above property agree to the preceding terms, conditions and specifications.

[Signature] Dated this 5th day of February, 2020
(signature)

Date filed _____ Issued By: [Signature] Date: 4/8/20

Circle one: Permit Needed / Permit Not Needed: _____

Inspected by: _____ Date: _____

Permit Fee is \$125.00





Town of Westport GIS

DISCLAIMER: The Town of Westport does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.



SCALE: 1 = 190'

Town of Westport
5387 Mary Lake Road
Waunakee, WI 53597
(608) 849-4372

Print Date: 6/1/2021

Chapter 4

Driveways; Culverts

- 4-4-1 Driveway Permits; Culvert Requirements
- 4-4-2 Driveway and Culvert Location, Design and Construction Requirements
- 4-4-3 Temporary Construction Permit

Sec. 4-4-1 Driveway Permits; Culvert Requirements.

- (a) **Purpose.** For the safety of the general public, the Town of Westport shall determine the location, size, construction and number of access points to public roadways within the Town limits. It is the Town's intent to provide safe access to properties abutting public roadways suitable for the property to be developed to its highest and best use, provided that access is not deficient or dangerous to the general public.
- (b) **Culvert Requirement.** No person shall locate, establish, construct or substantially reconstruct any driveway or private road in a public right-of-way of the Town of Westport without installing a culvert in full compliance with this Section. Included within the scope of this requirement are commercial driveways.
- (c) **Driveway Permit Required; Application; Fee.**
 - (1) **Permit Requirement.**
 - a. No person shall locate, establish, construct or substantially reconstruct a private driveway, road, or other access from a private property line to the traveled portion of any public Town road without first filing an application and obtaining a driveway permit from the Town of Westport.
 - b. Prior to the time the use of a property served by a driveway changes, the owner and/or other necessary parties shall apply and obtain a driveway permit from the Town of Westport before the new use of the property can be undertaken.
 - (2) **Application.** Application for such permit may be made to the Town Clerk-Treasurer or Building Inspector. The request for such permit shall be in writing signed by the owner of the real estate affected or his agent and shall include design specifications and a drawing depicting the location and orientation of the proposed culvert in relationship to the real estate involved and the adjacent road, street, or highway.
 - (3) **Review.** The Town Engineer or his representative shall review all applications using this Chapter and the data and findings from the Driveway Inspection Report as shown in Section 4-4-2 in issuing driveway and culvert permits.

- (4) **Fee.** The applicant shall pay a non-refundable fee of One Hundred Twenty Five Dollars (\$125.00) at the time of making application of the driveway permit.
- (d) **Application Provisions.** All driveway permit applications shall contain the applicant's statement that:
- (1) The applicant represents all parties in interest, and that such proposed driveway is for the bona fide purpose of securing access to his property and not for the purpose of parking or servicing vehicles, advertising, storage or merchandising of goods within the dedicated portion of the Town road or street, or for any other purpose.
 - (2) The Town, notwithstanding the construction of such driveway, reserves the right to make any changes, additions, repairs or relocations within the dedicated portion of the Town road or street at any time, including relocation, reconstruction, widening and maintaining the street without compensating the owner of such private driveway for the damage or destruction of such private roadway.
 - (3) The permittee, his successors or assigns, agrees to indemnify and hold harmless the Town of Westport, its officials, officers, agents or employees, against any claim or any cause of action for personal injury or property damage sustained by reason of the exercise of such permit.
 - (4) The Town does not assume any responsibility for the removal or clearance of snow, ice or sleet or the opening of any windrows of such material upon such portion of such driveway within the dedicated portion of the Town road or street.

Sec. 4-4-2 Driveway and Culvert Location, Design and Construction Requirements.

- (a) **General Requirements.** The location, design and construction of driveways shall be in accordance with the following:
- (1) **General Design.** Private driveways shall be of such width and so located that all of such driveways and their appurtenances are within the limits of the frontage abutting the street of the property served. Driveways shall not provide direct ingress or egress to or from any street intersection area and shall not encroach upon or occupy areas of the street right-of-way required for effective traffic control or for street signs or signals. A driveway shall be so located and constructed that vehicles approaching or using it shall have adequate sight distance along the street. Driveway approaches shall be at least twenty (20) feet apart and there shall be at least ten (10) feet from the edge of the driveway to the property line except by special permission from the Town Board, and driveways shall in all cases be placed wherever possible as not to interfere with utilities in place.
 - (2) **Number.**
 - a. The number of driveways allowed to serve an individual residential or commercial property fronting on a street shall be a maximum of two (2), subject to paragraph b., below, provided that when two (2) driveways are

- utilized, there is also at least 180 feet of total street frontage on the street from which the driveways serve the parcel.
- b. There shall be allowed one (1) driveway for the first acre of the served parcel, and one (1) additional driveway for each additional acre or part thereof, up to a maximum of two (2). For street corner parcels, or parcels abutting more than one street, driveways and/or street access shall be allowed from only one of the streets abutting the parcel.
 - c. Where two (2) driveways serve a parcel, such driveways shall be located no closer than 75 feet from centerline to centerline, and at least 10 feet from the edge of the driveway to the property line.
 - d. The Town Board may grant exceptions to the provisions of this subsection where deemed necessary and feasible for reasonable and adequate service to the property, considering the safety, convenience and utility of the street, and driveways may be approved for commercial and other use areas where deemed reasonable. The number of driveways to serve an individual residential or commercial property fronting on a street shall be one (1), except where deemed necessary and feasible by the Town Board for reasonable and adequate service to the property, considering the safety, convenience and utility of the street, and driveways may be approved for commercial and other use areas where deemed reasonable.
- (3) **Island Area.** The island area in the street right-of-way between successive driveways or adjoining a driveway and between the highway shoulder and right-of-way shall constitute a restricted area and may be filled in and graded only as provided in Subsection (5).
 - (4) **Drainage.** The surface of the driveway connecting with street cross sections shall slope downward and away from the highway shoulder a sufficient distance to preclude ordinary surface water drainage flowing onto the street roadbed. No driveway apron shall extend out into the street further than the road edge or face of the curb, and under no circumstances shall such driveway apron extend into the gutter area where there is curbing. All driveway entrances and approaches shall be so constructed that they shall not interfere with the drainage of streets, side ditches, or roadside areas or with any existing structure on the right-of-way. All driveways and parking lots shall be graded in such way that no storm water reaches the roadway.
 - (5) **Restricted Areas.** The restricted area between successive driveways may be filled in and graded only when the following requirements are complied with:
 - a. The filling or draining shall be to grades approved by the Town Engineer and, except where highway drainage is by means of curb and gutter, water drainage of the area shall be directed away from the street roadbed in a suitable manner.
 - b. Culvert extensions under the restricted area shall be of the same size and of equivalent acceptable material as the culvert under the driveway. Intermediate catch basins are required where the total culvert length is greater

- than three hundred (300) feet and/or where a bend or curve in the pipe is required.
- c. Where no street side ditch separates the restricted area from the street roadbed, permanent provision may be required to separate the area from the street roadbed to prevent its use for driveway or parking purposes by construction of a border, curb, rail or posts as may be required by the Town Board.
- (6) **Relocation of Utilities.** Any costs of relocating utilities shall be the responsibility of the property owner with approval of the Town Board necessary before any utility may be relocated and the driveway installed.
- (7) **Variances.** Any of the above requirements may be varied by the Town Board in such instances where the peculiar nature of the property or the design of the street may make the rigid adherence to the above requirements impossible or impractical.
- (b) **Special Requirements for Commercial and Industrial Driveways.** The following regulations are applicable to driveways serving commercial or industrial establishments:
- (1) **Width of Drive.** No part of a private driveway located within the dedicated area of a public street shall, except as hereinafter provided, have a width greater than thirty (30) feet measured at right angles to the center line of said driveway, except as increased by permissible radii. In instances where the nature of the commercial or industrial activity or the physical characteristics of the land would require a driveway of greater width than herein specified, the Town Board in its discretion may permit a driveway of additional width.
- (2) **Angular Placement of Driveway.** The angle between the center line of the driveway and the curb line or road edge shall not be less than 70°.
- (c) **Special Requirements for Residential Driveways.** The following regulations are applicable to driveways serving residential property.
- (1) **Width.** Unless special permission is first received from the Town Board, or committee thereof, a residential single-type driveway shall be no greater than twenty-six (26) feet wide at the curb line or pavement edge and eighteen (18) feet wide at the outer or street edge of the sidewalk; residential double-type driveways shall be no greater than twenty-six (26) feet wide at the curb line and twenty-four (24) feet wide at the outer or street edge of the sidewalk.
- (2) **Angular Placement.** The center line of the drive may be parallel to the property line of the lot where access is required or at right angles to the curb line or pavement edge.
- (d) **Appeal from Permit Refusal.** Any person feeling himself aggrieved by the refusal of the Town to issue a permit for a private driveway may appeal such refusal to the Town Board within twenty (20) days after such refusal to issue such permit is made.
- (e) **Prohibited Driveways and/or Filling.**
- (1) No person, firm or corporation shall place, construct, locate in, or cause to be placed, constructed or located in, any obstruction or structure within the limits of any public road, highway or street in the Town of Westport except as permitted by this Section. As used herein the word "structure" includes private driveways, a portion of which

extends into any public road, highway or street, and which is in non-conformance with this Chapter.

- (2) No driveway shall be closer than twenty-five (25) feet to the extended street line at an intersection. At street intersections a driveway shall not provide direct ingress or egress to or from the street intersection area and shall not occupy areas of the roadway deemed necessary by the Town for effective traffic control or for highway signs or signals.
 - (3) The grade of that portion of any private driveway located within the limits of any public road, highway or street shall be such as shall meet the grade of the existing public roadway at its edge and not cause an obstruction to the maintenance or clearing of such public roadway.
 - (4) Drainage from driveways shall run into adjacent ditches and not onto the road pavement.
 - (5) Filling of ditches and/or culverts located within a public right-of-way is prohibited without written approval from the Town.
 - (6) The placement of lawn sprinkler pipes in a road right-of-way is prohibited.
- (f) **Culvert Construction Standards.**
- (1) **Size.** Culverts shall be installed prior to construction work being commenced on the property served. No pipe smaller than fifteen (15) inches in diameter (or equivalent elliptical or arch pipe) will be allowed. All culverts shall be constructed of galvanized steel and shall be of new manufacture, unless specifically excepted by the Town Engineer.
 - (2) **Gauge.** The minimum wall thickness for the galvanized steel culverts shall be in accordance with the following:

<u>Pipe Diameter</u>	<u>Gauge</u>
15 to 24 inch	16
30 to 36 inch	14
42 to 54 inch	12
60 to 72 inch	10
78 to 84 inch	8

The class of reinforced concrete pipe shall be in accordance with the following:

<u>Height of Cover</u> (in feet)	<u>Class of Pipe</u>
0-2	IV
2-3	III
3-6	II

-
- (3) **Drainage.** The culverts shall be placed in the ditchline at elevations that will assure proper drainage.
 - (4) **Endwalls.** Culverts shall be provided with a concrete or metal apron endwalls as directed by the Town Engineer.
 - (5) **Backfill Material.** Material used for backfill shall be of a quality acceptable to the Town Engineer and shall be free from frozen lumps, wood, or other extraneous or perishable materials. The minimum cover, measured from the top of the pipe to the top of the subgrade, shall be six (6) inches.
 - (6) **Erosion Control.** Erosion control measures shall be implemented as necessary to control erosion, or as directed by the Town Engineer.
 - (7) **Cost.** The property owner shall install the culvert and be responsible for the cost thereof.
 - (8) **Appeal.** Persons may request a variance from the culvert requirements of this Section by filing a written appeals request with the Town Clerk-Treasurer, who shall place the matter as an agenda item for the Town Board's next meeting. The Town Board may only waive the requirement for a culvert upon a finding that unique physical characteristics of the location in question render a culvert unnecessary. The Town Engineer may be asked to render an opinion on the request.
- (g) **Enforcement.** All costs incurred by the Town relating to the enforcement of this Chapter or in making the determinations or inspections necessary hereunder shall be paid by the property owner, including, but not limited to, Town administrative costs and engineers' and attorneys' fees. Such costs shall be payable from the permit fee established in Section 4-4-1(c)(3) above. If a property owner refuses to comply with the Chapter, the Town may install the culverts and charge back the cost or additional cost thereof as a special charge pursuant to Sec. 66.60(16), Wis. Stats.

TOWN OF WESTPORT DRIVEWAY PERMIT

Date of Request: _____ Requested by: _____

Property Owner: _____ Lot or Parcel Description: _____

Proposed Driveway Location: _____

Intended Use: _____

Stopping Site Distance Available: _____

Posted Speed Limit: _____ Stopping Site Distance Required at Posted Speed Limit: _____

Remarks: _____

Drainage Consideration: _____

NOTE: Stopping site distance for driveways is measured with an eye height of 3.5 feet above the pavement and an object height of 0.5 feet above shoulder elevation.

Required stopping distance $d = 1.47 Vt + \frac{V^2}{30[f+G]}$
V = Speed in miles per hour
t = Reaction time (2.5 seconds)
f = Coefficient of skidding friction for wet pavement
G = Grade in feet per feet (- for down hill, + for up hill)

I _____ as owner/agent of the above property agree to the preceding terms, conditions and specifications.

_____ Dated this ____ day of _____, 20____ .
(signature)

Date filed _____ Issued By: _____ Date: _____ .

Circle one: Permit Needed/Permit Not Needed: _____ .

Inspected by: _____ Date: _____ .

Revised: 8/1/05

Jessica Frey

From: Tom Wilson
Sent: Friday, May 14, 2021 7:27 AM
To: Jessica Frey
Subject: FW: 5825 Hunt Club Driveway Proposal

Follow Up Flag: Follow up
Flag Status: Flagged

Please print for me for use Monday.

From: Kevin Even <kevin@waunakee.com>
Sent: Thursday, May 13, 2021 11:36 AM
To: Barry Buckwalter <bbuckwalter@townofwestport.org>
Cc: Tom Wilson <twilson@townofwestport.org>; Robert Anderson <banderson@townofwestport.org>
Subject: Re: 5825 Hunt Club Driveway Proposal

I concur with Barry on his comments. Let me just add a few additional comments.

1. There appears to be adequate space for snow storage because the lot length is extraordinary long and that will not hinder snow storage with the additional driveway opening. I mention this as this is not the norm and having adequate storage space along the roadway is important and having multiple driveway openings can hinder snow storage.
2. I would put a condition that all snow removal must remain on or near the private property of this lot. I would not want the person removing the snow from the circular driveway to push the snow across the street as this can cause issues with the property across the street.

Kevin

On May 13, 2021, at 10:21 AM, Barry Buckwalter <bbuckwalter@townofwestport.org> wrote:

I have some reservations about multiple driveways, that being said, I don't see an issue that should cause a problem as long as the correct 15 inch driveway culvert pipes are installed and invert of the ditch is returned to designed specifications.

I would note that the driveways on both sides of intersection of Alex CT. could cause those driveways to receive an abundance of snow.

My other note on this spot would be that I have been trying to get the builder to move the 3- 12 inch culverts off of the roadside for over a year. He was told he couldn't use them and or store them in ROW and he promised to move them over a year ago. I am concerned that the one that is installed will get left in place and the two remaining will get installed. This is a common theme with this builder that we still don't have a resolve for on a house build over two years ago.

From: Robert Anderson <banderson@townofwestport.org>
Sent: Thursday, May 6, 2021 8:46 AM
To: Barry Buckwalter <bbuckwalter@townofwestport.org>
Cc: Kevin Even (kevin@waunakee.com) <kevin@waunakee.com>
Subject: FW: 5825 Hunt Club Driveway Proposal

Here is the info so you can give tom your comments on the proposed 3 driveways

Robert Anderson, WCPC CMC
Utility, Finance, I.S. Manager, Deputy Clerk Treasurer
Town of Westport
5387 Mary Lake Rd
Waunakee WI 53597
608-849-4372

All e-mail sent to the Town of Westport is subject to the Wisconsin open records law

IF THIS MESSAGE IS TO THE ENTIRE MEMBERSHIP OF A GOVERNMENTAL BODY, you are advised that this email should be treated as a one-way communication and that responses "to all" should be avoided because those responses could create a "walking quorum" of the body in violation of the open meetings law (Office of the Wisconsin Attorney General Letter of 3/19/2010)

From: Justin Temple <JTemple@Templebuilds.com>
Sent: Tuesday, April 27, 2021 2:45 PM
To: Robert Anderson <banderson@townofwestport.org>
Subject: 5825 Hunt Club Driveway Proposal

Hi Bob,

Attached please find the EC plan that shows all the lot dimensions, soils, mapping, etc.

Also attached is a drawing of the site plan that shows the driveway locations we are looking to get approved. I put dimensions on the map showing distance from property lines, driveway widths and distance between driveways.

I went to the site today and marked out the proposed locations with blue flags with orange paint. I wasn't able to get the flags into the driveway because it was so compacted, but I put orange paint down. It is basically the same location as the construction driveway is currently.

Please call with any questions or if you need anything else from me, my cell phone is 239-6585.

Thanks,

Justin Temple
Temple Builders

Tom Wilson

From: Barry Buckwalter
Sent: Wednesday, May 19, 2021 7:42 AM
To: Tom Wilson
Subject: FW: 5825 Hunt Club Driveway Variance

I do not think we should approve the third driveway. I cannot think of any other lots we have approved one for, but I feel like once we allow one anywhere it will become a common request. Each driveway takes away snow storage, rain water retention and infiltration as well as increased long term maintenance requirements and expenses. I would suggest a long arching driveway on northside of the home stopping short of the ROW and stormwater ditch on the second end.

From: Jessica Frey <jfrey@townofwestport.org>
Sent: Tuesday, May 18, 2021 9:30 AM
To: Barry Buckwalter <bbuckwalter@townofwestport.org>
Subject: 5825 Hunt Club Driveway Variance

Good Morning,

Tom would like you to do the following: Jess, I need to actually have a conversation with Barry when he gets back since he did not really opine on whether he thought this particular driveway plan was ok. Have him tell me that when he gets back.

Thank you,

Jessica Frey
Executive Assistant
Town of Westport
5387 Mary Lake Road
Wauaukee, WI 53597
608-849-4372

All e-mail sent to the Town of Westport is subject to the Wisconsin open records law

IF THIS MESSAGE IS TO THE ENTIRE MEMBERSHIP OF A GOVERNMENTAL BODY, you are advised that this email should be treated as a one-way communication and that responses "to all" should be avoided because those responses could create a "walking quorum" of the body in violation of the open meetings law (Office of the Wisconsin Attorney General Letter of 3/19/2010)

AGENDA ITEM #9:

Friends of Schumacher Farm Temporary Class “B”/”Class B”
Retailers License (June 12, 2021; Schumacher Farm
Music Festival), Schumacher Farm County Park, 5682
STH 19, Discussion/Action

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$10.00

Application Date: 05/17/2021

Town Village City of Westport

County of Dane

The named organization applies for: (check appropriate box(es))

A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 06/12/2021 and ending 06/12/2021 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) → Bona fide Club Church Lodge/Society
 Veteran's Organization Fair Association or Agricultural Society
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Friends of Schumacher Farm, Inc.

(b) Address 5682 Hwy 19, Waunakee, WI 53597
(Street) Town Village City

(c) Date organized 05/26/1989

(d) If corporation, give date of incorporation 05/26/1989

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Mark Pelton, 503 Agnes Ave, Waunakee, WI 53597

Vice President Dale Otradovic, 506 Vanderbilt Drive, Waunakee, WI 53597

Secretary Gary Herzberg, 1804 Athens Ct, Waunakee, WI 53597

Treasurer Dennis Petzke, 5754 River Road, Waunakee, WI 53597

(g) Name and address of manager or person in charge of affair: Dennis Petzke, 5754 River Rd, Waunakee, WI 53597

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 5682 Hwy 19

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? No. Farmyard area.

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Alcohol will be sold/served from a booth near the chicken coop and the area 200' around the booth

3. Name of Event

(a) List name of the event Schumacher Music Festival

(b) Dates of event 06/12/2021

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Dennis R. Petzke 5/17/2021
(Signature / Date)

Friends of Schumacher Farm, Inc
(Name of Organization)

Date Filed with Clerk 5/17/21

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

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