

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

AGENDA - Monday, June 21, 2021 7:00 p.m.

1. Call to Order
2. Public Comment On Matters Not On the Agenda
3. Approve Minutes
4. Review/Approve Operator Licenses
5. Driveway/Access/Utility/Road Opening Permits
6. Water Utility/Fire Protection Utility
Miscellaneous
7. Sewer Utility
Miscellaneous
8. Engineer Report
Miscellaneous Ongoing Projects
9. Town Zoning Code Revision, Livestock Facilities [Sections 10-9-1.0624(3) and (4),
Town Code], Discussion/Action
10. Committee Reports/Items for Action

Personnel Committee	Public Works Committee	Westport/Middleton JZC
Audit Committee	Town Plan Commission	Westport/Waunakee JPC
11. Administrative Matters
12. Miscellaneous Business/Forthcoming Events
13. Pay Current Bills
14. 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 21, 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, June 7, 2021

The regular semi-monthly meeting of the Town Board was called to order at 7:06 p.m. by Chair Grosskopf in the Community Meeting Room of the Bernard J. Kennedy Administration Building/Town Hall. Members Present: Cuccia, Enge, Grosskopf, Sipsma, and Trotter. Members Absent: None. Also Present: Justin Temple, Josh and Cassidy Conger, and Tom Wilson.

There was no Public Comment On Matters Not On the Agenda. The minutes of May 17, 2021 regular meeting were approved as presented on a motion by Sipsma, second Enge.

After discussion, the following licenses were granted as on file and presented on a motion by Sipsma, second Trotter, subject to all previous license conditions, and on the condition that all state and local requirements have been satisfied:

"Class A" Retail Fermented Malt Beverage and Intoxicating Liquor License:

Bruce Taylor, Taylor Liquor Store 5331 W. River Rd

"Class A" Retail Fermented Malt Beverage and Cider License:

Kwik Trip Inc, Kimberly Thorsen, Agent, 5420 Willow Rd

Class "A" Retail Fermented Malt Beverage License:

Kelley Williamson Company, Suzanne Dorsey-Sterling, Agent, 5418 Blue Bill Park Dr

"Class B" Retail Fermented Malt Beverage and Intoxicating Liquor License:

Mariner's Inn, Inc., Jack von Rutenberg, Agent, 5339 Lighthouse Bay Dr.

Nau-Ti-Gal, Inc., Jack von Rutenberg, Agent, 5360 Westport Road

Cherokee Park, Inc., Dennis B. Tiziani, Agent, 5000 North Sherman Ave

Willows Tavern, Inc., Nancy Wipperfurth, Agent, 5485 Willow Road

Bishops Bay Country Club, Inc., Jeff Murray, Agent, 3500 Bishops Dr

MMMC LLC, Chad Franklin Agent, 5344 Northport Dr

Trader Gus Inc, Andrew Ziegler, Agent, 5430 Willow Rd

American Legion Post 481, Dermot Eyre, Agent, 5337 W River Rd

"Class B" Retail Intoxicating Liquor License (Wine Only):

Drumlin Ridge Winery LLC. David Korb, Agent, 6000 River Rd

Class "B" Retail Fermented Malt Beverage License:

Mazanet Marina, Inc., Howard Mazanet, Agent, 5320 Blue Bill Park Dr.

Beef Butter BBQ LLC, Patrick Riha, Agent, 5407 CTH M.

"Class C" Retail Wine License:

Beef Butter BBQ LLC, Patrick Riha, Agent, 5407 CTH M.

including all operator, amusement and cigarette license applications for the above licensees on file with the Clerk.

After reviewing information provided with a presentation by Wilson, comments from the builder and applicant, and a lengthy discussion by the Board with opinions presented on the reasonableness and necessity of a third driveway for the property, the driveway permit variance application to allow three driveways at 5825 Hunt Club Drive was approved as presented with the conditions recommended by the Town Engineer in his email and the PW Supervisor in his email regarding culverts, because the variance is reasonable and necessary for the safe use of the property due to the size and unusual shape of the lot, the lot's location on a corner and concerns if parking occurs on the corner (which the third driveway and "U" shaped entry to front door will encourage parking there and not on the road for visitors and deliveries), and due to the reduced

building envelope because of the corner location and the stream in the rear yard, on a motion by Trotter, second Cuccia, by a vote of 3-2 (Sipsma and Enge dissenting).

For Water Utility Miscellaneous Matters, Wilson reported on the status of the water tower rehabilitation project and that the cellular users are building a temporary tower to support their antennae arrays, which will come down when the work is complete.

For a brief Engineer Report, Wilson gave a progress report on the Mary Lake Road project and that the contractor is waiting on County grading permits at this point and then plans on starting soon.

The 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, was approved as presented and on file with the Clerk on a motion by Cuccia, second Enge, conditioned on satisfaction of all state and local requirements.

After a presentation by Wilson and on the recommendation of Grosskopf, the Board approved Tracy Will to fill the vacancy on the Town Historic Preservation Commission on a motion by Sipsma, second Trotter.

Wilson provided an update on Town COVID-19 Responses, and specifically inquired if the Board wanted to remove this item from the agenda and just have Wilson give a report as part of Administrative Matters as items arose, to which the Board agreed was appropriate now.

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, Wilson advised that the HPC is working again on the historic preservation marker for the Military Road and also in combination with a Ho-Chunk Nation recognition that was approved by the Board many years ago (maybe even before 2010) and that staff will assist in an application to the State Historical Society for approval; and, Wilson reported that staff is proceeding with the approved purchase for a new plow truck.

For Miscellaneous Business or Forthcoming Events raised, Wilson inquired about the July 5 Board meeting since it is on an official Town holiday, and since there might not be any business other than bills, the Board approved its cancellation unless needed; Enge reported that LaVonne O'Malley is not well and the Board wished her the best; Wilson reported that long time HPC member Martin Timmins recently died; and, Trotter reported on communications about hacking concerns with the Town IT Manager and was satisfied with protections in place, and Grosskopf requested that Wilson have staff look into cyber insurance.

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

Motion to adjourn by Sipsma, second Trotter. The meeting adjourned at 8:15 p.m.

Thomas G. Wilson
Attorney/Administrator/Clerk-Treasurer

AGENDA ITEM #4:

Review/Approve Operator Licenses

OPERATOR LICENSE APPLICATION

New Renewal X Employed by Kwik Trip

Regular X (\$10.00) Provisional (\$10.00) Temp (\$5.00)

Lic # 20-335 Lic # Lic #

Date 6/14/21, To the Town Board of the Town of Westport, Wisconsin:

I hereby apply for a License to serve, from date hereof to June 30, 20 , inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me. I understand by signing below, I may be subject to a background check(s).

Answer the following questions fully and completely:

Name of Applicant Barbara Conley

Address 2860 County Rd V City, State, Zip DeForest, WI 53532

Date of Birth 9/5/58 Age 62 Phone # 608

Have you registered for an approved responsible beverage server training course? yes (attach registration)

Have you completed an approved responsible beverage server training course? yes (attach certificate)

Have you been licensed before? yes Municipality Westport Date of most recent license 7/1/20

Have you been convicted of any felony or of violating any law of the State of Wisconsin or of the United States? NO

Date of such conviction Name of Court

Nature of offense

Have you been convicted of violating any license law or ordinance regulating the sale of fermented malt beverages or intoxicating liquors? NO

State of Wisconsin, ss.
Dane County.

Barbara Conley, being first duly sworn on oath says that (s)he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

Barbara Conley
Signature of Applicant

Subscribed and sworn to before me this day of , 20

Notary Public
My commission expires

OPERATOR LICENSE APPLICATION

New _____ Renewal ☒ Employed by Kwik Trip, Inc.

Regular _____ (\$10.00) Provisional _____ (\$10.00) Temp _____ (\$5.00)

Lic # 20-371 Lic # _____ Lic # _____

Date 6/14/21, To the Town Board of the Town of Westport, Wisconsin:

I hereby apply for a License to serve, from date hereof to June 30, 20____, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me. I understand by signing below, I may be subject to a background check(s).

Answer the following questions fully and completely:

Name of Applicant JOSEPH N. WEAVER

Address 113 SANBORN ST. APT. 6 City, State, Zip PARDEEVILLE, WI 53954

Date of Birth 12/28/1982 Age 38 Phone # 608-573-0539

Have you registered for an approved responsible beverage server training course? YES (attach registration)

Have you completed an approved responsible beverage server training course? YES (attach certificate)

Have you been licensed before? ☒ Municipality WESTPORT Date of most recent license 4/21/21

Have you been convicted of violating any law of Dane Co, the State of WI or of the United States? NO

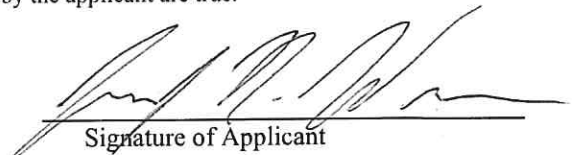
Date of such conviction _____ Name of Court _____

Nature of offense _____

Have you been convicted of violating any license law or ordinance regulating the sale of fermented malt beverages or intoxicating liquors? NO

State of Wisconsin, ss.
Dane County.

_____, being first duly sworn on oath says that (s)he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.


Signature of Applicant

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public
My commission expires _____

Rev 04/20

OPERATOR LICENSE APPLICATION

New Renewal X Employed by Kwik Trip, Inc.
Regular ✓ (\$10.00) Provisional (\$10.00) Temp (\$5.00)
Lic # 20-337 Lic # Lic #

Date , To the Town Board of the Town of Westport, Wisconsin:

I hereby apply for a License to serve, from date hereof to June 30, 20 , inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me. I understand by signing below, I may be subject to a background check(s).

Answer the following questions fully and completely:

Name of Applicant Ann Hogwood
Address 4116A West Clover Ln City, State, Zip Cottage Grove, WI, 53507
Date of Birth 2/25/85 Age Phone # 608-510-8322

Have you registered for an approved responsible beverage server training course? yes (attach registration)

Have you completed an approved responsible beverage server training course? yes (attach certificate)

Have you been licensed before? yes Municipality Westport Date of most recent license 7.1.20

Have you been convicted of violating any law of Dane Co, the State of WI or of the United States? no

Date of such conviction Name of Court

Nature of offense

Have you been convicted of violating any license law or ordinance regulating the sale of fermented malt beverages or intoxicating liquors? no

State of Wisconsin, ss.
Dane County.

 , being first duly sworn on oath says that (s)he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

Ann Hogwood
Signature of Applicant

Subscribed and sworn to before me this day of , 20

Notary Public
My commission expires

Rev 04/20

OPERATOR LICENSE APPLICATION

New _____ Renewal X Employed by Kwik Trip Inc.

Regular _____ (\$10.00) Provisional _____ (\$10.00) Temp _____ (\$5.00)

Lic # 20-370 Lic # _____ Lic # _____

Date 6/14/21, To the Town Board of the Town of Westport, Wisconsin:

I hereby apply for a License to serve, from date hereof to June 30, 20____, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me. I understand by signing below, I may be subject to a background check(s).

Answer the following questions fully and completely:

Name of Applicant James Wills

Address 8302 Monsen Hill Ave #1 City, State, Zip Madison WI 53719

Date of Birth 4/28/1967 Age 54 Phone # 608 206 9961

Have you registered for an approved responsible beverage server training course? _____ (attach registration)

Have you completed an approved responsible beverage server training course? Yes (attach certificate)

Have you been licensed before? Yes Municipality Middleton Date of most recent license _____

Have you been convicted of any felony or of violating any law of the State of Wisconsin or of the United States? No

Date of such conviction _____ Name of Court _____

Nature of offense _____

Have you been convicted of violating any license law or ordinance regulating the sale of fermented malt beverages or intoxicating liquors? No

State of Wisconsin, ss.
Dane County.

_____, being first duly sworn on oath says that (s)he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

James Wills
Signature of Applicant

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public
My commission expires _____

OPERATOR LICENSE APPLICATION

New _____ Renewal X Employed by Kwik Trip, Inc.

Regular X (\$10.00) Provisional _____ (\$10.00) Temp _____ (\$5.00)

Lic # 20-331 Lic # _____ Lic # _____

Date _____, To the Town Board of the Town of Westport, Wisconsin:

I hereby apply for a License to serve, from date hereof to June 30, 20____, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me. I understand by signing below, I may be subject to a background check(s).

Answer the following questions fully and completely:

Name of Applicant CHRISTINE M. SUBKA

Address 5440 WILLOW RD. #4 City, State, Zip WAUNAKEE, WI 53597

Date of Birth 4/11/64 Age 57 Phone # 608-469-1871

Have you registered for an approved responsible beverage server training course? _____ (attach registration)

Have you completed an approved responsible beverage server training course? _____ (attach certificate)

Have you been licensed before? YES Municipality WESTPORT Date of most recent license 2020

Have you been convicted of violating any law of Dane Co, the State of WI or of the United States? NO

Date of such conviction _____ Name of Court _____

Nature of offense _____

Have you been convicted of violating any license law or ordinance regulating the sale of fermented malt beverages or intoxicating liquors? _____

State of Wisconsin, ss.
Dane County.

_____, being first duly sworn on oath says that (s)he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

Christine M. Subka
Signature of Applicant

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public
My commission expires _____

Rev 04/20

OPERATOR LICENSE APPLICATION

New _____ Renewal X Employed by Kwik Trip, Inc.

Regular X (\$10.00) Provisional _____ (\$10.00) Temp _____ (\$5.00)

Lic # 20-332 Lic # _____ Lic # _____

Date 6/16/21, To the Town Board of the Town of Westport, Wisconsin:

I hereby apply for a License to serve, from date hereof to June 30, 2021, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me. I understand by signing below, I may be subject to a background check(s).

Answer the following questions fully and completely:

Name of Applicant Rhonda J. Lerner

Address 5440 Willow Rd #4 City, State, Zip Wausau, WI 53597

Date of Birth 3/31/65 Age 56 Phone # 608-669-8271

Have you registered for an approved responsible beverage server training course? _____ (attach registration)

Have you completed an approved responsible beverage server training course? _____ (attach certificate)

Have you been licensed before? Yes Municipality Westport Date of most recent license 2020

Have you been convicted of violating any law of Dane Co, the State of WI or of the United States? No

Date of such conviction _____ Name of Court _____

Nature of offense _____

Have you been convicted of violating any license law or ordinance regulating the sale of fermented malt beverages or intoxicating liquors? Yes many years ago - see past applications

State of Wisconsin, ss.
Dane County.

_____, being first duly sworn on oath says that (s)he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant are true.

Rhonda J. Lerner
Signature of Applicant

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public _____
My commission expires _____

Rev 04/20

AGENDA ITEM #9:

Town Zoning Code Revision, Livestock Facilities [Sections
10-9-1.0624(3) and (4), Town Code], Discussion/Action

TOWN OF WESTPORT
NOTICE OF PUBLIC HEARING
Town Zoning Code Amendments
(Livestock Facilities)

Notice is hereby given that the Town of Westport Plan Commission will hold a Public Hearing on Monday, June 14, 2021 at 7:00 P.M. The purpose of the Public Hearing is to solicit comments regarding amending the Town Zoning Code regarding Livestock Facilities [Sections 10-9-1.0624 (3) and (4)]. Ordinance amendments are available on the Town website at www.townofwestport.org. Questions or comments may be directed to the Town Attorney/Administrator/Clerk-Treasurer Tom Wilson at twilson@townofwestport.org.

Thomas G. Wilson
Town Attorney/Administrator/Clerk-Treasurer

Published: 5/20/21
Posted: 5/20/21

TOWN OF WESTPORT

ORDINANCE NO. 21-____

AN ORDINANCE TO AMEND THE TEXT OF SECTION 10-9-1.0624, TOWN OF WESTPORT ZONING CODE, TOWN OF WESTPORT CODE OF ORDINANCES, TOWN OF WESTPORT, DANE COUNTY, WISCONSIN
(Livestock Facilities)

WHEREAS, the Town of Springfield, part of the combined Dane County Town Zoning Group, has requested a revision to the “livestock harvest facility” secondary standards of the Town Zoning Code to address smaller such facilities; and,

WHEREAS, the Westport Town Board has reviewed the proposed amendment to Section 10-9-1.0624, Town Code, after a public hearing before and recommendation from the Westport Town Plan Commission; and,

WHEREAS, the Town Board finds that the amendment is in the public interest.

NOW THEREFORE, the Town Board of the Town of Westport, Dane County, Wisconsin, does hereby ordain as follows:

Section 1: Code Amendment. Sections 10-9-1.0624 (3) and (4), Livestock harvest facility: secondary standards, Town Code, are hereby repealed and recreated to provide as follows:

(3) Location.

(a) Livestock harvest facilities processing 100 or more animals per week may not be located less than 1,500 feet from any residential building and 300 feet from any lot line other than that of the owner of the premises or employees.

(b) Livestock harvest facilities processing fewer than 100 or animals per week may not be located less than 200 feet from any residential building and 50 feet from any lot line other than that of the owner of the premises or employees.

(c) The conditional use permit authorizing establishment of a livestock harvesting facility may establish operational and physical plant conditions to assure that the health and quiet enjoyment of adjacent property owners are not unreasonably affected by the facility.

(4) Scale. Livestock harvest facilities’ gross annual income may not exceed \$150,000 unless the facility is located in the industrial zoning or an agricultural enterprise district.

Section 2: Effective Date. The amendment shall take effect a day after publication in The Waunakee Tribune and posting on the Town of Westport website, and upon approved by all participating Towns.

The above and foregoing ordinance was duly adopted at a regular meeting of the Town Board of Supervisors for the Town of Westport on _____, 2021, by a vote of _____ ayes, _____ nays, and _____ not voting (absent).

APPROVED:

Approved: _____

Published: _____

By: _____

Dean A. Grosskopf, Town Board Chair

Attest: _____

Thomas G. Wilson,

Town Attorney/Administrator/Clerk-Treasurer

ORDINANCE AMENDMENT RELATED TO LIVESTOCK HARVEST FACILITIES

1.0624 Livestock harvest facility: secondary standards. (1) Animal Control. Harvest of animals shall take place in a confined area. Fencing shall be adequate to contain animals securely on the owner's property at all times.

(2) Waste Disposal. Deleterious materials such as sewage, processed and unprocessed animal parts, manure, entrails, blood, hides, bones, and waste material of any kind shall be handled according to a management plan submitted to the Town Zoning Administrator and approved by the Town Board in the permitting process. Operators must demonstrate that the material will be used, or disposed of, in a manner that does not endanger human or animal health or environmental resources.

(3) Location. (a) Livestock harvest facilities processing 100 or more animals per week may not be located less than 1,500 feet from any residential building and 300 feet from any lot line other than that of the owner of the premises or employees.

(b) Livestock harvest facilities processing fewer than 100 animals per week may not be located less than 200 feet from any residential building and 50 feet from any lot line other than that of the owner of the premises or employees.

(c) The conditional use permit authorizing establishment of a livestock harvesting facility may establish operational and physical plant conditions to assure that the health and quiet enjoyment of adjacent property owners are not unreasonably affected by the facility.

(4) Scale. Livestock harvest facilities' gross annual income may not exceed \$~~1500~~,000 unless they ~~are facility is~~ located in the industrial zoning or agricultural enterprise district

assure continued compliance. An annual inspection fee will be charged and review shall be good for a period of one calendar year, or portion of a year, beginning on January 1 through December 31. 10-9-1.0 The fee is due on January 1, and becomes delinquent on February 1. If the annual inspection fee becomes delinquent, the conditional use shall become null and void.

(4) Records. The landowner shall maintain written records regarding type, amount and dates materials are deposited into the landfill and shall include a written documentation of the source of the material claimed to be deposited into the landfill. Such records shall be made available to the Town Zoning Administrator on request.

(5) Vegetative Buffer. All landfills shall meet the vegetative buffer requirements of s. 10-9-1.0641.

10-9-1.0624 Livestock harvest facility: secondary standards.

(1) Animal Control. Harvest of animals shall take place in a confined area. Fencing shall be adequate to contain animals securely on the owner's property at all times.

(2) Waste Disposal. Deleterious materials such as sewage, processed and unprocessed animal parts, manure, entrails, blood, hides, bones, and waste material of any kind shall be handled according to a management plan submitted to the Town Zoning Administrator and approved by the Town Board in the permitting process. Operators must demonstrate that the material will be used, or disposed of, in a manner that does not endanger human or animal health or environmental resources.

(3) Location. Livestock harvest facilities may not be located less than 1,500 feet from any residential building and 300 feet from any lot line other than that of the owner of the premises or employees.

(4) Scale. Livestock harvest facilities' gross annual income may not exceed \$100,000 unless they are located in the industrial zoning district.

10-9-1.0625 Metal and wood fabrication: secondary standards. Sales of products and goods shall be of products and goods produced on the premises.

10-9-1.0626 Mobile home park and mobile homes: secondary standards. (1) Mobile Home Space. Mobile home spaces shall be provided at a rate of one space for each mobile home. Spaces shall consist of an all-weather surface. The space shall be provided with 6 tie-down anchors. Each mobile home space shall be not less than 10 feet wide, nor of less length than the length of the mobile home to be placed therein plus 5 feet.

(2) Driveways. There shall be a system of driveways providing access to each mobile home, and to off-road parking areas within the mobile home park. This system of driveways shall connect to a road.

(3) Common Open Space. Each mobile home park shall set aside a minimum of 5 % of the total area for a contiguous, common open space. The common, open space area shall be in addition to yard open spaces. The area may be provided with children's playgrounds, picnic areas, game courts, and gardens, furnished and maintained by the mobile home park owner, or the plots shall be available to park inhabitants for personal garden plots.

(4) Construction Standards. All mobile homes shall meet the construction standards of the Mobile Home Manufacturers Association and all federal, state, and local codes.

(5) Mobile homes shall be permitted only in mobile home parks except as provided under this ordinance.

10-9-1.0627 Non-Metallic Mining Sites, Small and Temporary; secondary standards.

(1) Small temporary non-metallic mining sites of one acre or less may be permitted under this subsection by the Town Board upon the submission of a nonmetallic mining application and issuance of a land use permit, the nonmetallic mining site complies with all provisions of this chapter and Wis. Admin.

TOWN OF WESTPORT

PLAN COMMISSION - June 14, 2021

The regular monthly meeting of the Plan Commission was called to order at 7:07 p.m. in the Community Meeting Room of the Bernard J. Kennedy Administration Building by Vice Chair Cuccia. Members present: Cuccia, Kennedy, Manering, Ohm. Members absent: Bruskewitz, Grosskopf, Pichette. Also attending: Terry Enge and Tom Wilson.

No one was present for Public Comment on Matters not on the Agenda. The minutes of the May 10, 2021 regular meeting were approved as presented on a motion by Manering, second Kennedy.

Item #9

After an explanation by Wilson, Cuccia called the public hearing to order at 7:16 p.m. on the proposed Town Zoning Code Revision, Livestock Facilities [Sections 10-9-1.0624(3) and (4), Town Code]. Terry Enge commented that he was in favor of this amendment. Cuccia then closed the public hearing after requesting comments from the public three times without further response at 7:18 p.m. After discussion, including Manering expressing concerns regarding the fact a small operation close to a non-related residence could allow 99 livestock butchered each week of the year which seemed like too many to her, the ordinance as presented was recommended for approval to the Town Board on a motion by Kennedy, second Ohm, by a vote of 3-1 (Manering dissenting).

Since the potential applicant has withdrawn his intent letter, the Initial Consultation, Rezone for Detached Garage Location (to Village R-1), Anderson, 5551 River Road (Waunakee ETZ), did not take place.

Terry Enge reported on the work of the Park Committee which included many items. Wilson reported on the work of the Historic Preservation Commission. Cuccia reported on the work of the Sign Design Group.

Wilson reported on the work of the Waunakee/Westport Joint Planning Committee and Middleton/Westport Joint Zoning Committee.

There were no Miscellaneous Matters or Forthcoming Events raised.

Motion to adjourn by Manering, second Ohm. The meeting adjourned at 8:08 p.m.

Mary Manering, Secretary

From: [Tom Wilson](#)
To: [Chris Ohm State email \(chris.ohm@dot.state.wi.us\)](#); [Cynthia Anne Kennedy \(cyndi.a.kennedy@gmail.com\)](#); [deana.grosskopf@gmail.com](#); [Eileen Bruskewitz; jac9450@gmail.com](#); [Joe Pichette \(joep@aesindustrial.com\)](#); [Mary Manering email \(Manering@tds.net\)](#)
Cc: [Jessica Frey](#); [Robert Anderson](#); [kevin@engineersolutions.org](#); [Abby Attoun-Tucker \(aattoun@ci.middleton.wi.us\)](#); [Mark Jankowski \(mjankowski@generalengineering.net\)](#); [Mark Opitz \(mopitz@ci.middleton.wi.us\)](#); [Tracy Meinholz \(tmeinholz@waunakee.com\)](#); [Todd Schmidt](#); [Tom Wilson](#); [Mark Hazelbaker](#); [Kenneth Sipsma](#); [Mark Trotter \(moxietrot@tds.net\)](#); [jtenge2@gmail.com](#)
Subject: Westport Town Plan Commission Meeting Staff Memo for 6/14/21 Plan Commission Meeting
Date: Wednesday, June 9, 2021 8:39:53 AM

Good morning!

Since there is only the one action item on the agenda for Monday's Town Plan Commission meeting, I thought I would just send you an email on the same. Bob Anderson is not pursuing a rezone at this time so there is nothing to discuss on that item. Please do not reply to all if you have questions or issues, but please just reply to me. This will avoid a walking quorum issue as you are well aware. Also note that Dean will not be present at the meeting so John will act as Chair. Thank you.

4. Town Zoning Code Revision, Livestock Facilities [Sections 10-9-1.0624(3) and (4), Town Code], PUBLIC HEARING/Discussion/Recommendation

This is an action item related to a requested revision to the Town Zoning Code. So, recall this has very limited application in the Town, only being effective in areas south of the Yahara River and in the very northeast part of the Town. This action is being requested by the Town of Springfield to accommodate farmers and producers who would like to have very small scale livestock harvesting facilities mainly for their own cattle, or to operate in conjunction with their farming operations. The current code section makes that very difficult. The current code provides as follows, certainly to provide protection from mainly large rendering plants for residential areas: "Livestock harvest facilities may not be located less than 1,500 feet from any residential building and 300 feet from any lot line other than that of the owner of the premises or employees. Livestock harvest facilities' gross annual income may not exceed \$100,000 unless they are located in the industrial zoning district." So you can see that if a farm family wanted to harvest a few of their cattle for sale, they would have difficulty siting their operation. The revisions provide the following: "Livestock harvest facilities processing 100 or more animals per week may not be located less than 1,500 feet from any residential building and 300 feet from any lot line other than that of the owner of the premises or employees. Livestock harvest facilities processing fewer than 100 or animals per week may not be located less than 200 feet from any residential building and 50 feet from any lot line other than that of the owner of the premises or employees. The conditional use permit authorizing establishment of a livestock harvesting facility may establish operational and physical plant conditions to assure that the health and quiet enjoyment of adjacent property owners are not unreasonably affected by the facility. Livestock harvest facilities' gross annual income may not exceed \$150,000 unless the facility is located in the industrial zoning or an agricultural enterprise district." These facilities are allowed only as a conditional use, and only in agricultural, manufacturing and commercial zoning districts. That is not changing. This change will allow for those smaller operations on farms or in those zoning districts, of course with conditions as may be imposed by the Town, and only after public hearing and review. This made sense to the six town representatives who reviewed this as part of the zoning group put together to do so, and has some application to allow farmers to explore other

alternatives to just cropping or livestock raising without having to go through an actual rezoning and potentially losing farm preservation tax credits.

The Plan Commission is to hold a public hearing for the item before making its recommendation to the Town Board, for which proper notice has been supplied.

RECOMMENDATION: After taking public comments, move to recommend approval of the ordinance revision as presented to the Town Board.

Thank you.

Thomas G. Wilson
Attorney/Administrator/Clerk-Treasurer
Town of Westport (Dane County, WI)
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From: [Mark Hazelbaker](#)
To: [Jessica Frey](#); ["Dianah Fayas \(dianah@town.springfield.wi.us\)"](#)
Subject: RE: Question
Date: Tuesday, June 15, 2021 9:31:17 AM

The number came from informal discussions with some town board members in the 6 town group. The consensus is that 100 animals is a threshold where an small operation might be able to succeed. I cannot imagine anyone locating a livestock facility in Westport.

Mark

Mark B Hazelbaker
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From: Jessica Frey <jfrey@townofwestport.org>
Sent: Tuesday, June 15, 2021 9:18 AM
To: Mark Hazelbaker <mh@kasieta.com>; 'Dianah Fayas (dianah@town.springfield.wi.us)' <dianah@town.springfield.wi.us>
Subject: Question

Good Morning,

Tom wanted me to touch base with you regarding a concern brought up by our Plan Commission regarding the zoning ordinance amendment for livestock. They were concerned with why people are allowed to butcher 100 for a small operation. How did you come up with 100 for the number? He would like to have this answer for the Board for the meeting next week.

Thank you,

Jessica Frey
Executive Assistant