

**TOWN OF PLEASANT SPRINGS
DANE COUNTY, WISCONSIN**

RECORD OF THE PLAN COMMISSION MEETING

DECEMBER 8, 2021

MEETING LOCATION: Due to the COVID-19 Pandemic, this meeting took place virtually via Zoom.

CALL TO ORDER

Vice Chair Miller called the Plan Commission meeting to order at 6:30 p.m.

PLAN COMMISSION MEMBERS PRESENT: Vice Chair Melanie Miller, Members Lila Lemanski, Claudia Quam, Keith Comstock, Eric Olson

PLAN COMMISSION MEMBERS ABSENT: Chair Audra Dalsoren, Member John Pitas

OTHERS PRESENT:

David Pfeiffer, Clerk/Treasurer Hougan, and Deputy Clerk/Treasurer Trotter

MINUTES OF THE NOVEMBER 10, 2021 JOINT PLAN COMMISSION AND TOWN BOARD MEETING

Motion by Quam, Second by Olson, to approve minutes of the November 10, 2021 Joint Plan Commission and Town Board Meeting with the addition that there was discussion about the Short Term Rentals/Airbnb Ordinance draft. Motion carried unanimously.

PUBLIC COMMENT There were no public comments.

BUSINESS

Discussion and possible action regarding short-term rentals/Airbnb draft ordinance.

Olson reported out that the Town Board is looking for suggestions and ideas from the Planning Commission concerning the Draft Ordinance for Regulating and Permitting Short-Term Rentals.

Olson questioned the wording in Sec 11-24-4(b)(2)ii which limits the rental to 30 days per calendar year. Chair Pfeiffer clarified that the 30 day maximum is for properties that do not have a permit and meet the requirements of 11-24-4(b)(2).

Miller asked about the permitting process and whether the planning commission needed to approve the permit. Chair Pfeiffer confirmed that the clerk's office issues the permit with no action from the planning commission.

There was a discussion about how complaints would be handled, what actions would trigger a revocation, and what entity would revoke the permit. Chair Pfeiffer said that would be spelled out in future policy.

Further discussion ensued about public input, and Chair Pfeiffer said that the public will not see the ordinance until it comes before the Town Board, which will happen after Planning Commission sends it to Town Board.

Motion by Lemanski, Second by Comstock, to approve and pass to the Town Board the Draft Ordinance for Regulating and Permitting Short-Term Rentals. Motion carried unanimously.

Review of Building Inspector's report issued in October 2021

The report was reviewed with no comments

Report from Town Board liaison, Eric Olson, concerning any Plan Commission agenda items discussed or acted upon by the Town Board.

Olson reported out that the Final Certified Survey Map for parcel #s 0611-022-9071-6 and 0611-022-9175-1, located at 3070 and 3072 Kinney Rd. owned by Daniel Mowry, passed unanimously.

Communications/Correspondence

There were no communications/correspondence

Agenda items for future Plan Commission meeting(s):

- Possible Greenbriar Estates rezone request
- Review of Comprehensive Plan (on-going as available or necessary)
- Any other items as needed, submitted, or requested

ADJOURNMENT

Motion by Lemanski, Second by Quam, to adjourn the meeting at 7:23pm
Motion carried unanimously.

Respectfully submitted:

Laura Trotter
Deputy Clerk/Treasurer