

**TOWN OF BRISTOL**  
**7747 County Road N, Sun Prairie WI 53590**  
**Jt. Plan Commission and Town Board Meeting**  
**May 9, 2022 at 6:00 pm**

The Bristol Town Board and Plan Commission will hold a Joint meeting on Monday, May 9, 2022, at 6:00 p.m., located at the Bristol Town Hall, 7747 County Road N, Sun Prairie WI 53590.

**AGENDA**

- I. Order of Business
  - a. Call to Order
  - b. Pledge of Allegiance
  - c. Approval of Minutes from April 11, 2022 Jt. Plan/Board Meeting
  - d. Approval of Check Register April 2022
- II. Public Comment – items not on the agenda
- III. Parks Committee Report
- IV. Business
  - a. Discuss/Consider Richard Vernig Preliminary CSM of Adding Acreage to The Existing Parcel 0911-193-9330-0 (3108 Happy Valley Rd) and Zoning Change
  - b. Discuss/Consider for Approval of BCPL Loan to Finance the Final Payment of the New Fire Engine
  - c. Discuss/Consider 2022 Road Work Bids
- V. Clerk Updates
  - a. Office Phone System
- VI. Set Future Meetings and Agendas
- VII. Adjourn.

Notice is hereby given that it is possible that a majority of the Town Board or other governmental body may be present at the above meeting of the Town Board to gather information about a subject over which they have ultimate decision-making responsibility. If such a majority is present, it will constitute a meeting of the Town Board or other governmental body under Wisconsin's Open Meeting Laws and is hereby being noticed as such, although only the Town Board will take formal action at the above meeting.

Any person who has a qualifying disability as defined by the American with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the clerk at 608-837-6494, 7747 County Road N, Sun Prairie, WI 53590, at least 24 hours prior to the meeting so the necessary arrangements can be made to accommodate each request.

Kim Grob  
Town Clerk-Treasurer

*Certified Posting: 5-5-2022 Town Hall and website.*

**JT. PLAN COMMISSION AND TOWN BOARD MINUTES  
7747 COUNTY ROAD N, SUN PRAIRIE, WI 53590  
MONDAY, APRIL 11, 2022**

**ORDER OF BUSINESS**

**a. CALL TO ORDER**

The meeting was called to order at 5:59pm by Chairman Derr. Board Members Present –Derr, Willison and Grove. Planning Commission Members Present: Steve Schwartzer, Travis Larson, Sandy Dulin, Jim Ringelstetter. Sign-in sheet on file in Clerk's office.

**b. PLEDGE OF ALLEGIANCE – RECITED**

**c. APPROVAL OF MINUTES FROM DECEMBER 21, 2021 JT. PLAN/BOARD & March 14, 2022 REGULAR BOARD MEETING**

Motioned by Willison and seconded by Grove to approve December 21, 2021 Jt. Planning/Board minutes as written. All ayes, Motion carried.

Motioned by Willison and seconded by Grove to approve March 14, 2022 Board minutes as written. All ayes, Motion carried.

**d. APPROVAL OF CHECK REGISTER MARCH 2022**

Motioned by Grove and seconded by Willison to approve March 2022 check register. All ayes, Motion carried.

**PUBLIC COMMENT**

Public comment included: Jerry Derr reported that the Town was awarded approval of a grant to reconstruct part of Twin Lane. The reconstruct will go from the Town of Sun Prairie line to River Bridge, with the grant covering 70% of the project cost.

**BUSINESS**

**a. DISCUSSION/CONSIDER FOR DANIEL & ASHLEY EVERSON PRELIMINARY CSM OF ADDING ACREAGE TO THEIR EXISTING PARCEL 0911-233-9150-9 AND ZONING CHANGE**

The Everson's wish to purchase two acres from their neighbor to add to their parcel. The remnant parcel of 69.2 acres will stay A-1(legacy).

Planning – Motioned by Larson and seconded by Dulin to approve the CSM of adding two acres from parcel 0911-233-9003-7 to parcel 0911-233-9150-9 and the rezone of the two acres. All ayes, Motion carried.

Board – Motioned by Willison and seconded by Grove to approve the CSM of adding two acres from parcel 0911-233-9003-7 to parcel 0911-233-9150-9 and the rezone of the two acres. All ayes, Motion carried.

**b. DISCUSS/CONSIDER FOR ERICK & ANGELA HEATH ZONING CHANGE ON PARCEL 0911-122-0876-4**

The Heath wish to build an outbuilding on their property with a separate driveway off Tam O'Shanter Trail for the building.

Planning – Motioned by Dulin and seconded by Willison to approve the rezone for 0911-122-0876-4 to SFR and a new driveway off Tam O'Shanter Trail to the outbuilding. All ayes, Motion carried.

**JT. PLAN COMMISSION AND TOWN BOARD MINUTES  
7747 COUNTY ROAD N, SUN PRAIRIE, WI 53590  
MONDAY, APRIL 11, 2022**

Board – Motioned by Grove and seconded by Willison to approve the rezone for 0911-122-0876-4 to SFR and a new driveway off Tam O'Shanter Trail to the outbuilding. All ayes, Motion carried.

**c. DISCUSS/CONSIDER PLANNING COMMISSION'S FUTURE MEETING SCHEDULE**

Discussion occurred if the Planning Commission should stay as joint meetings with the Town Board or go back to the first Monday of the month. It was decided to keep the meetings as joint with the Town Board for now.

**d. DISCUSS/CONSIDER SUN PRAIRIE LAWN CARE PROPOSAL TO PROVIDE LAWN CARE SERVICES FOR THE TOWN HALL, PARKS AND CEMETERIES**

The Town received three bids for lawnmowing services. Sun Prairie Lawn Care LLC is the current company servicing lawn care to the Town Hall, Parks and Cemeteries and they came in with the lowest price. Motioned by Willison and seconded by Grove to approve Sun Prairie Lawn Care LLC for mowing the Town Hall, Parks and Cemeteries. All ayes, Motion carried.

**CLERK UPDATES**

Clerk reported that there have been more updates to the website and gave April 5 Election results.

**SET FUTURE MEETINGS AND AGENDAS**

Board of Review: May 9, 2022, 3:30 p.m. – 5:30 p.m.

Town Board Meeting: May 9, 2022 at 6:00 p.m.

**ADJOURN**

Planning – Motioned by Dulin and seconded by Ringelstetter to adjourn at 6:47 p.m. All ayes, Motion carried.

Board - Motioned by Grove and seconded by Willison at 6:47 p.m. to adjourn. All ayes, Motion carried.

Submitted by Kim Grob, Clerk-Treasurer

# The Town of Bristol

## Account QuickReport

As of April 30, 2022

| Type  | Date       | Num        | Name                                   | Memo                                  | Amount            |
|---|------------|------------|--|---------------------------------------|-------------------|
| <b>1001 · Bank of SP - cash &amp; investments</b> |            |            |  |                                       |                   |
| <b>100 · General Fund</b>                         |            |            |  |                                       |                   |
| Paycheck  | 04/01/2022 | DD2232     | Ianne, David W.                        | Direct Deposit                        | 0.00              |
| Paycheck  | 04/01/2022 | 28898      | Schultz, Daryl A                       |                                       | -175.32           |
| Paycheck  | 04/01/2022 | DD2234     | Ward, Dustin                           | Direct Deposit                        | 0.00              |
| Paycheck  | 04/01/2022 | DD2235     | Ward, James R                          | Direct Deposit                        | 0.00              |
| Paycheck  | 04/01/2022 | DD2236     | Winters, Michael J                     | Direct Deposit                        | 0.00              |
| Paycheck  | 04/01/2022 | DD2231     | Grob, Kimberly M                       | Direct Deposit                        | 0.00              |
| Paycheck  | 04/01/2022 | DD2233     | Johnson, Lynnette R                    | Direct Deposit                        | 0.00              |
| Paycheck  | 04/01/2022 | DD2237     | Grove, Benjamin A                      | Direct Deposit                        | 0.00              |
| Bill Pmt -Check                                   | 04/07/2022 | 28899      | Tom Viken Building Inspections         | February Building Permits             | -21,433.00        |
| Bill Pmt -Check                                   | 04/07/2022 | 28900      | Frontier                               | Town Hall Internet                    | -95.83            |
| Bill Pmt -Check                                   | 04/07/2022 | 28901      | Yes Equipment & Services, Inc.         | Loader Maintenance Parts              | -377.80           |
| Bill Pmt -Check                                   | 04/07/2022 | 28902      | Pellitteri Waste Systems               |                                       | -2,674.87         |
| Bill Pmt -Check                                   | 04/07/2022 | 28903      | Sundance BioClean Inc.                 | Town Hall Cleanin                     | -212.00           |
| Bill Pmt -Check                                   | 04/07/2022 | 28904      | Associated Appraisal Consultants, I... | Assessment of property & Intern...    | -1,375.48         |
| Bill Pmt -Check                                   | 04/07/2022 | 28905      | Terminator Pest Control, LLC           | Pest Control - Building               | -100.00           |
| Bill Pmt -Check                                   | 04/07/2022 | 28906      | Weber Tires                            | Disposal of 35 Tires                  | -105.00           |
| Bill Pmt -Check                                   | 04/07/2022 | 28907      | Bear Graphics                          | Voting Stickers                       | -40.58            |
| Bill Pmt -Check                                   | 04/07/2022 | 28908      | Dorn True Value                        | Shop Supplies                         | -70.50            |
| Bill Pmt -Check                                   | 04/07/2022 | 28909      | Insight FS - Arlington                 | March Fuel                            | -780.96           |
| Bill Pmt -Check                                   | 04/07/2022 | 28910      | Wolf Paving                            | Cold Mix - Road Repairs               | -331.62           |
| Bill Pmt -Check                                   | 04/07/2022 | 28911      | Office Depot Business Credit           | Office Supplies                       | -515.48           |
| Bill Pmt -Check                                   | 04/07/2022 | 28912      | Country Plumber Inc                    |                                       | -370.00           |
| Bill Pmt -Check                                   | 04/07/2022 | 28913      | US Cellular                            | Cell Phones                           | -162.89           |
| Bill Pmt -Check                                   | 04/07/2022 | 28914      | Visa                                   | Election Postage, Rackspace, N...     | -575.56           |
| Bill Pmt -Check                                   | 04/07/2022 | 28916      | Bear Graphics                          | Election Ballot Bags & Seals          | -44.79            |
| Bill Pmt -Check                                   | 04/07/2022 | 28917      | Nahn & Associates                      | Stormwater Annual Report              | -800.00           |
| Bill Pmt -Check                                   | 04/07/2022 | 28918      | Alliant Energy/WPL                     | Elec- Street lights,parks,townhall... | -1,429.47         |
| Liability Check                                   | 04/11/2022 | E-pay      | United States Treasury                 | 39-6005805 QB Tracking # -375...      | -19.00            |
| Liability Check                                   | 04/12/2022 | E-pay      | United States Treasury                 | 39-6005805 QB Tracking # -222...      | -1,684.06         |
| Liability Check                                   | 04/12/2022 | 202204121  | WRS                                    | 0118000                               | -279.60           |
| Liability Check                                   | 04/12/2022 | 202204122  | WRS                                    | Town of Bristol                       | -2,050.32         |
| Liability Check                                   | 04/14/2022 |            | QuickBooks Payroll Service             | Created by Payroll Service on 04...   | -5,360.32         |
| Liability Check                                   | 04/14/2022 |            | QuickBooks Payroll Service             | Created by Payroll Service on 04...   | -1,139.22         |
| Paycheck  | 04/15/2022 | DD2238     | Grob, Kimberly M                       | Direct Deposit                        | 0.00              |
| Paycheck  | 04/15/2022 | DD2239     | Johnson, Lynnette R                    | Direct Deposit                        | 0.00              |
| Paycheck  | 04/15/2022 | DD2240     | Koltes, Robert J                       | Direct Deposit                        | 0.00              |
| Paycheck  | 04/15/2022 | 28919      | Schultz, Daryl A                       |                                       | -105.27           |
| Paycheck  | 04/15/2022 | DD2241     | Ward, Dustin                           | Direct Deposit                        | 0.00              |
| Paycheck  | 04/15/2022 | DD2242     | Ward, James R                          | Direct Deposit                        | 0.00              |
| Paycheck  | 04/15/2022 | DD2243     | Winters, Michael J                     | Direct Deposit                        | 0.00              |
| Paycheck  | 04/15/2022 | DD2244     | Derr, Gerald H                         | Direct Deposit                        | 0.00              |
| Bill Pmt -Check                                   | 04/18/2022 | 202204125  | Insight FS                             | VOID: Issued Check in error.          | 0.00              |
| Bill Pmt -Check                                   | 04/18/2022 | 202204123  | Insight FS                             | 3/8/22 Fuel                           | -1,362.59         |
| Bill Pmt -Check                                   | 04/18/2022 | 202204124  | John Deere Financial                   |                                       | -2,464.72         |
| Bill Pmt -Check                                   | 04/18/2022 | 28923      | Wisconsin Towns Association            | 2022-2023 Dues Statement              | -1,314.00         |
| Bill Pmt -Check                                   | 04/18/2022 | 28924      | MG&E                                   | Gas Service                           | -659.57           |
| Bill Pmt -Check                                   | 04/18/2022 | 28925      | CyberReef                              | Internet Access - 5GB Monthly         | -60.00            |
| Bill Pmt -Check                                   | 04/18/2022 | 28926      | DANE COUNTY TREASURER                  | March Contractural Police Servic...   | -4,373.64         |
| Bill Pmt -Check                                   | 04/18/2022 | 28927      | Kim Grob                               | Mileage Reimbursement - 12/15/...     | -18.42            |
| Liability Check                                   | 04/21/2022 | 2022042101 | WRS                                    | 69-036-0118-000                       | -1,699.18         |
| Liability Check                                   | 04/21/2022 | E-pay      | Wisconsin Department of Revenue        | 39-6005805 QB Tracking # 1288...      | -616.75           |
| Bill Pmt -Check                                   | 04/25/2022 | 28928      | Stranders Sanitary Service             | Septic System Service                 | -406.82           |
| Bill Pmt -Check                                   | 04/25/2022 | 28929      | General Engineering Company            | Zoning Fees                           | -768.75           |
| Bill Pmt -Check                                   | 04/27/2022 | 28930      | Sue Weirough                           | Election Pay & Hazard Pay             | -205.00           |
| Liability Check                                   | 04/27/2022 | E-pay      | United States Treasury                 | 39-6005805 QB Tracking # -204...      | -219.22           |
| Liability Check                                   | 04/27/2022 | E-pay      | United States Treasury                 | 39-6005805 QB Tracking # -204...      | -1,704.44         |
| Liability Check                                   | 04/28/2022 |            | QuickBooks Payroll Service             | Created by Payroll Service on 04...   | -6,035.17         |
| Paycheck  | 04/29/2022 | DD2245     | Grob, Kimberly M                       | Direct Deposit                        | 0.00              |
| Paycheck  | 04/29/2022 | DD2246     | Johnson, Lynnette R                    | Direct Deposit                        | 0.00              |
| Paycheck  | 04/29/2022 | DD2247     | Ward, Dustin                           | Direct Deposit                        | 0.00              |
| Paycheck  | 04/29/2022 | DD2248     | Ward, James R                          | Direct Deposit                        | 0.00              |
| Paycheck  | 04/29/2022 | DD2249     | Winters, Michael J                     | Direct Deposit                        | 0.00              |
| Total 100 · General Fund                          |            |            |  |                                       | -64,217.21        |
| Total 1001 · Bank of SP - cash & investments      |            |            |  |                                       | -64,217.21        |
| <b>TOTAL</b>                                      |            |            |  |                                       | <b>-64,217.21</b> |

General Engineering Company  
P.O. Box 340  
916 Silver Lake Drive  
Portage, WI 53901



608-742-2169 (Office)  
608-742-2592 (Fax)  
[gec@generalengineering.net](mailto:gec@generalengineering.net)  
[www.generalengineering.net](http://www.generalengineering.net)

*Engineers • Consultants • Inspectors*

### **ZONING ADMINISTRATOR REVIEW REPORT**

**TO:** Town of Bristol Plan Commission, Town Board, Town Clerk/Treasurer  
**FROM:** Kory D. Anderson, P.E., Town of Bristol Zoning Administrator  
**DATE:** (for) May 9, 2022 Plan Commission/Town Board Meeting  
**SUBJECT:** Zoning Change/ Preliminary CSM Review for Vernig  
Tax Parcels 0911-193-9330-0 & 0911-193-9001-8  
**GEC NO.:** 2-0122-41D

#### **Background Information**

**Owner/Applicant:** Richard Vernig  
3108 Happy Valley Road  
Sun Prairie, WI 53590

**Agent/Surveyor** Birrenkott Surveying

**Location:** 3108 Happy Valley Road  
In part of the SW ¼ of the SW ¼ of Section 19, all in T9N, R11E, Town of Bristol,  
Dane County, WI.

**Request:** Zoning Change / Preliminary CSM Approval

|                         |                            |              |                   |
|-------------------------|----------------------------|--------------|-------------------|
| <b>Existing Zoning:</b> | Tax Parcel 0911-193-9330-0 | A-1 (Legacy) | 1.0 Acres         |
|                         | Tax Parcel 0911-193-9001-8 | A-1 (Legacy) | 25.0 Acres        |
|                         | <b>Total</b>               |              | <b>26.0 Acres</b> |

**Existing Land Use:** The existing 1-acre parcel currently contains a single-family house and a couple of small sheds in the backyard. The area they are looking to add to their current parcel is actually being mowed by the applicant. There are no steep slopes, wetlands, or floodplains associated within the area of the proposed CSM.

**Adjacent Land Uses:** North: Agricultural  
West: Agricultural  
East: Residential & Commercial  
South: Happy Valley Road & Residential/Golf Course

#### **Proposal**

|                       |                |                   |                   |
|-----------------------|----------------|-------------------|-------------------|
| <b>Zoning Change:</b> | Proposed Lot 1 | SFR               | 1.35 Acres        |
|                       | Remnant Parcel | Stays A-1(Legacy) | 24.65 Acres       |
|                       | <b>Total</b>   |                   | <b>26.0 Acres</b> |

Applicant submitted information for a zoning change of Tax Parcel 0911-193-9330-0 and a portion of 0911-193-9001-8 from zoning A-1 Agriculture District (Legacy) to SFR Single Family Residential Zoning District for proposed Lot 1 of the CSM with the remnant to remain A-1 Agriculture District (Legacy). The intention of this zoning change and CSM is to add acreage to their existing parcel. A recorded CSM will follow the rezone to solidify the boundary of the rezoned areas.

Portage •

Black River Falls •

La Crosse



Consulting Engineering • Structural Engineering • Building Design • Environmental Services • Building Inspection • GIS Services  
Grants & Funding Services • Land Surveying • Zoning Administration • Mechanical, Electrical, & Plumbing Services



**Submittals/Attachments**

1. Zoning Change Application, received April 11, 2022.
2. Jurisdictional Review Form, received April 11, 2022.
3. Preliminary CSM, received April 14, 2022.

GEC reviewed the attachments and the information submitted by the applicant/agent and has the following comments outlined below:

**Comprehensive Plan**

The planned future land use for this parcel is Single Family Residential. I'll always defer to the Town on the history of a property meeting the density requirements and the Agricultural and Rural Lands Preservation Area policy in the Town's Comp Plan. There may be extraterritorial review authority by the City of Sun Prairie for this property.

**Town Ordinances**

1. **General**  
There is no planned construction for the new lot area that we are aware of.
2. **Preliminary CSM**  
The provided preliminary CSM appears correct and meets the Town Land Division Ordinance.

**Recommendation**

GEC recommends that the Plan Commission conditionally approve the proposed zoning change of Tax Parcel 0911-193-9330-0 and a portion of 0911-193-9001-8 from zoning A-1 Agriculture District (Legacy) to SFR Single Family Residential Zoning District for proposed Lot 1 of the CSM with the remnant to remain A-1 Agriculture District (Legacy), contingent on the following:

1. Town Board discuss any concerns with above comments.
2. Any comments or conditions from the Town's Attorney shall be addressed.
3. The applicant shall provide a copy of the recorded certified survey map to the Clerk within ten (10) days after the certified survey map is recorded.

# ZONING CHANGE APPLICATION

TOWN OF BRISTOL • 7747 COUNTY ROAD N • SUN PRAIRIE, WI 53590  
PHONE (608) 837-6494 • FAX (608) 834-6494 • [www.tn.bristol.wi.gov](http://www.tn.bristol.wi.gov)

PERMIT #:

Permit Fee: \$ \_\_\_\_\_ Fee Paid: ☐

Approved By: \_\_\_\_\_

Approval Date:        /        /

Items that must be submitted with your application:

➤ **Written Legal Description of the Proposed Zoning Boundaries**

Legal description of the land that is proposed to be changed. The description may be a lot in a plat, Certified Survey map, or an exact metes and bounds description. A separate legal description is required for each zoning district proposed. The description shall include the area in acres or square feet.

➤ **Scaled Drawing of the Location of the Proposed Zoning Boundaries**

The drawing shall include the existing and proposed zoning boundaries of the property. All existing buildings shall be shown on the drawing. The drawing shall include the area in acres or square feet.

| OWNER  | AGENT (Contractor, Coordinator, Other) |
|--|--|
| NAME<br><b>Richard Vernig</b>                    | CONTACT NAME                           |
| BUSINESS NAME or CO-OWNER'S NAME (if applicable) | BUSINESS NAME (if applicable)          |
| MAILING ADDRESS<br><b>3108 Happy Valley Rd</b>   | MAILING ADDRESS                        |
| CITY, STATE, ZIP<br><b>Sun Prairie, WI 53590</b> | CITY, STATE, ZIP                       |
| DAYTIME PHONE #<br><b>(608) 837-3532</b>         | DAYTIME PHONE #                        |
| EMAIL<br><b>kuch4prez@yahoo.com</b>              | EMAIL                                  |

## LAND INFORMATION

Town: Bristol Parcel Numbers Affected: 012/0911-193-9330-0  
Section: \_\_\_\_\_ Property Address or Location: 3108 Happy Valley Rd  
Zoning District Change (To / From / # of acres) From 1 acre to 1.37 acres

Soils classification of area (percentages) Class I Soils: \_\_\_\_\_ % Class II Soils: \_\_\_\_\_ % Other: \_\_\_\_\_ %

Narrative: (reason for change, intended land use, size of farm, time schedule)

☐ Separation of buildings from farmland

☒ Creation of a residential lot

☐ Compliance for existing structures and/or land uses

☒ Other

Extention of residential lot lines.

I authorize that I am the owner or have permission to act on behalf of the owner of the property.

Signature: \_\_\_\_\_

*Richard Vernig*

Date: 9/4/2022

E-mail to  
Kory 4-11-2022  
KMG

## TOWN OF BRISTOL JURISDICTION REVIEW FORM

### COMPLETE THIS FORM BEFORE STARTING THE ZONING APPLICATION

If your property is subject to Dane County's jurisdiction, the Town cannot grant your zoning change without Dane County's approval. If the answer to any of the Jurisdictional Questions is "Yes", the Town cannot proceed with your application unless Dane County indicates that the County does not have jurisdiction over zoning the parcel.

Applicant/Agent/Contractor: Richard Vernig Email: \_\_\_\_\_  
Address: 3108 Happy Valley Rd City/State/Zip: Sun Prairie, WI 53590 Phone: (608) 837-3532

Parcel ID Number(s): 012/0911-193-9330-0

CSM or Plat Information, if any: LOT 1 CSM 6771 CS33/337&338 R19267/6-6/2

Proposed activity on the property: Residential

Is the property enrolled in CRP or any other farm programs? ☒ No ☐ Yes

If "Yes" is checked, identify the program and file identification number(s): \_\_\_\_\_

### JURISDICTIONAL QUESTIONS

1. Is your proposed project located within 1,000 feet of the ordinary high-water mark of a navigable lake, pond or flowage?  
☒ No ☐ Yes
2. Is your proposed project located within 300 feet of the ordinary high-water mark of a navigable river, stream or creek?  
☒ No ☐ Yes
3. Is your proposed project located within a floodplain? ☒ No ☐ Yes
4. Is your proposed project located within a wetland? ☒ No ☐ Yes
5. Will your project involve disturbing more than 4,000 square feet of land by excavating, grading or filling?  
☒ No ☐ Yes (If Yes, you may need a Dane County erosion control and/or stormwater permit)
6. Do the maps showing wetlands, floodplains and shorelands at <https://dcimapapps.countyofdane.com/lwrviewer/> indicate that there are any floodplain, wetland or shoreland areas on your property or an adjacent parcel?  
☒ No ☐ Yes

### STATEMENT OF APPLICANT

The answers above were made after reviewing the facts pertaining to my property. I am aware that if my proposed project is located within a floodplain, shoreland or wetland area, the project must be reviewed by Dane County. Any approvals obtained in error will be void, and all expenses incurred in seeking those approvals will be lost.

Dated: 4/8/2022 By: Richard Vernig

If the answer to any jurisdictional question is "Yes," the applicant must submit this request to the Dane County Department of Planning and Development for a determination of whether the project is subject to Dane County Jurisdiction.

### DETERMINATION BY DANE COUNTY

The undersigned, acting by authority of Dane County, indicates that the parcel identified in this Jurisdictional Review Form is not subject to shoreland, floodplain or wetland zoning regulations of Dane County.

Dated: \_\_\_\_\_ By: \_\_\_\_\_



# BIRRENKOTT SURVEYING

P.O. Box 237  
1677 N. Bristol Street  
Sun Prairie, WI. 53590  
Phone (608) 837-7463  
Fax (608) 837-1081

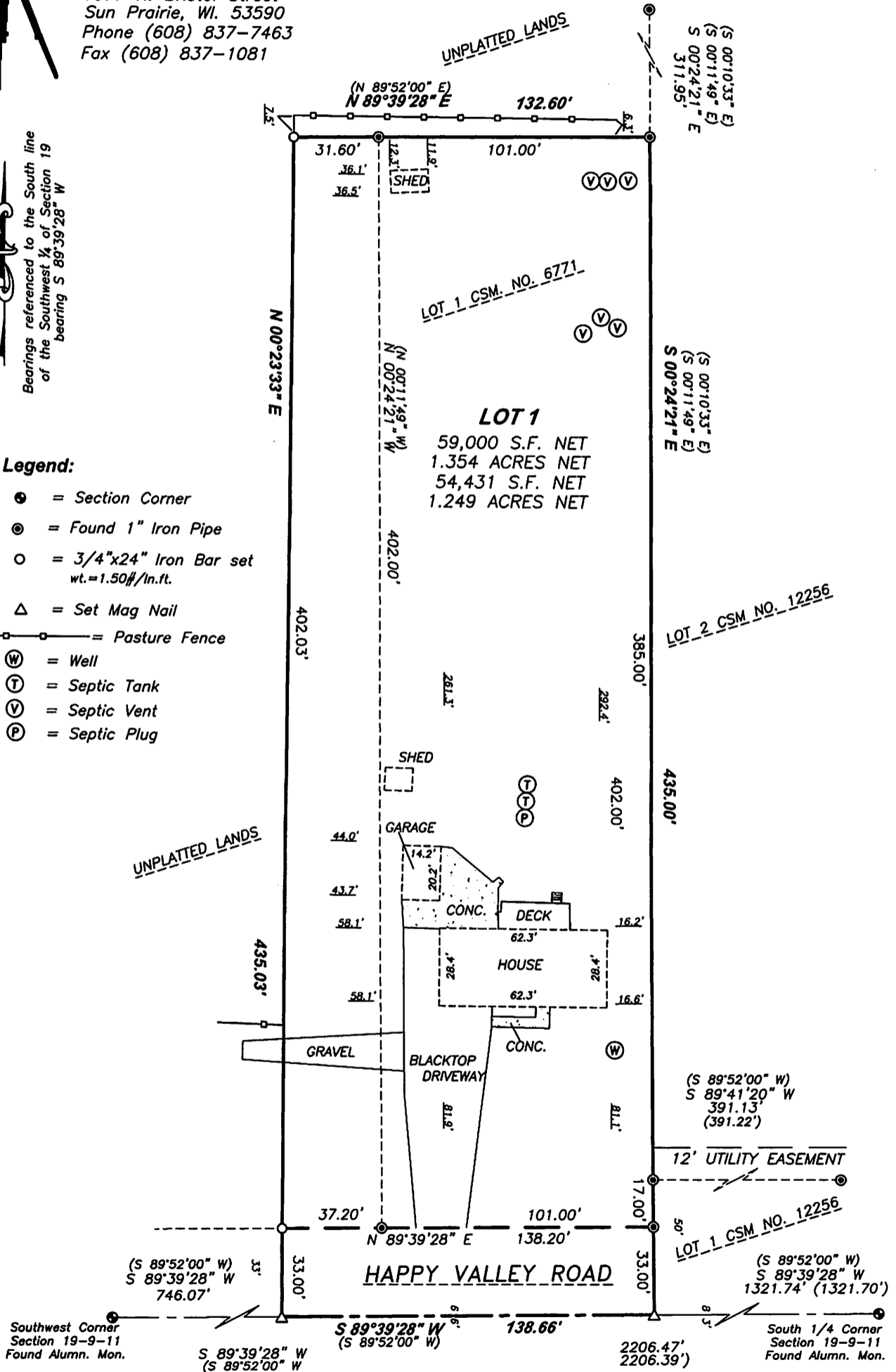
## CERTIFIED SURVEY MAP

PART OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4, SECTION  
19, T9N, R11E, TOWN OF BRISTOL, DANE COUNTY, WISCONSIN

Bearings referenced to the South line  
of the Southwest 1/4 of Section 19  
bearing S 89°39'28" W

### Legend:

- = Section Corner
- ⊙ = Found 1" Iron Pipe
- = 3/4"x24" Iron Bar set  
wt.=1.50#/in.ft.
- △ = Set Mag Nail
- = Pasture Fence
- ⊙ = Well
- ⊙ = Septic Tank
- ⊙ = Septic Vent
- ⊙ = Septic Plug



CERTIFIED SURVEY MAP Dated: February 18, 2022



Birrenkott  
Surveying

P.O. Box 237  
1677 N. Bristol Street  
Sun Prairie, Wisconsin 53590  
Phone (608) 837-7463  
Fax (608) 837-1081

I, Daniel V. Birrenkott, herby certify that this survey is in full compliance with Chapter 236.34 of Wisconsin Statutes and the City of Madison Subdivision Ordinances. I also certify that by the direction of the owners listed hereon, I have surveyed and mapped the lands described hereon and that the map is a correct representation of all the exterior boundaries of the land surveyed and the division of that land, in accordance with the information provided.

Daniel V. Birrenkott, Professional Land Surveyor No. S-1531

**Description:**  
Lot 1 of Certified Survey Map No. 6771, as recorded in Volume 33 of Certified Survey Maps of Dane County on Pages 337-338, and other lands located in the Southwest ¼ of the Southwest ¼ of Section 19, T9N, R11E, Town of Bristol, Dane County, Wisconsin more fully described as follows:  
Commencing at the South ¼ corner of Section 19, thence S89°39'28W, 1321.74 feet (recorded as S89°52'00"W, 1321.70 feet) along the South line of said Southwest ¼ of Section 19 to the point of beginning; thence continuing along said South line S89°39'28W (recorded as S89°52'00W), 138.66 feet; thence N00°23'33"E, 435.03 feet; thence N89°39'28"E (recorded as N89°52'00"E), 132.60 feet to the West line of Certified Survey Map No. 12256; thence S00°24'21"E (recorded as S00°11'49"E and S00°10'33"E), 435.00 feet along said west line, to the point of beginning. Containing 59,000 square feet or 1.354 acres. Subject to 33ft right-of-way for Happy Valley Road over the Southerly 33 feet therof.

**Owners Certificate:**  
As owner, Richard V. Vernig, I hereby certify that I have caused the lands described on this Certified Survey Map to be surveyed, divided, and mapped as represented on this Certified Survey Map. I also certify that this Certified Survey Map is required to be submitted to the Town of Bristol for approval.

Richard V. Vernig

State of Wisconsin )  
Dane County ) ss Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022, the above-named Richard V. Vernig, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Notary Public

My Commission Expires

Printed name

Surveyed For:  
Richard Vernig  
3108 Happy Valley Road  
Sun Prairie, WI 53590  
608-220-4648

Surveyed: TAS  
Drawn: BTS  
Checked: CKC  
Approved: DVB  
Field book: 382/55  
Tape/File: J:\2021\Carlson

**Register of Deeds Certificate:**  
Received for recording this \_\_\_\_\_ day of \_\_\_\_\_, 2022  
at \_\_\_\_\_ o'clock \_\_\_\_ m and recorded in Volume \_\_\_\_\_ of Certified Survey  
Maps of Dane County on Pages \_\_\_\_\_.

Kristi Chlebowski, Register of Deeds  
Document No. \_\_\_\_\_

# CERTIFIED SURVEY MAP

Dated: February 18, 2022



## Birrenkott Surveying

P.O. Box 237  
1677 N. Bristol Street  
Sun Prairie, Wisconsin 53590  
Phone (608) 837-7463  
Fax (608) 837-1081

### Owners Certificate:

As owner, Frederick E & Lois Ann Porter Living Trust, it hereby certifies that it has caused the lands described on this Certified Survey Map to be surveyed, divided, and mapped as represented on this Certified Survey Map. It also certifies that this Certified Survey Map is required to be submitted to the Town of Bristol for approval.

\_\_\_\_\_  
Frederick E. Porter

\_\_\_\_\_  
Lois A. Porter

### State of Wisconsin )

**Dane County ) ss** Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 2022, the above-named Frederick E. Porter and Lois A. Porter, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My Commission Expires

### Town of Bristol Approval Certificate:

This Certified Survey Map is hereby acknowledged, accepted and approved for recording by the Town Board of the Town of Bristol, Dane County.

\_\_\_\_\_  
Gerald Derr, Town Chairman  
Town of Bristol

\_\_\_\_\_  
Dated

### Notes:

- Utilities Easement: No poles or buried cables are to be placed on any lot line or corner.
- The disturbance of a survey stake by anyone is in violation of Section 236.32 of Wisconsin Statutes.
- Wetlands, if present, have not been delineated.
- This survey is subject to any and all easements and agreements both recorded and unrecorded.
- Refer to building site information contained in the Dane County Soil Survey.

### Surveyed For:

Richard Vernig  
3108 Happy Valley Road  
Sun Prairie, WI 53590  
608-220-4648

Surveyed: TAS  
Drawn: BTS  
Checked: CKC  
Approved: DVB  
Field book: 382/55  
Tape/File: J:\2021\Carlson

Document No. \_\_\_\_\_

Certified Survey Map No. \_\_\_\_\_, Volume \_\_\_\_\_, Page \_\_\_\_\_



Douglas La Follette, *Secretary of State*  
Sarah Godlewski, *State Treasurer*  
Joshua L. Kaul, *Attorney General*

101 E. Wilson Street  
2nd Floor  
PO Box 8943  
Madison, WI 53708-8943

608 266-1370 INFORMATION  
608 266-0034 LOANS  
608 267-2787 FAX  
bcpl.wisconsin.gov

Thomas P. German, *Executive Secretary*

April 7, 2022

Ms. Kim Grob  
Town of Bristol  
7747 County Rd N  
Sun Prairie, WI 53590

ID# 05605635

Dear Ms. Grob:

Thank you for requesting a loan application from the BCPL State Trust Fund Loan Program. Your application is attached, along with associated forms and directions. Please look through these documents and call us with any questions.

Please check your application to confirm the correct amount, rate, term, and purpose of the loan. The application interest rate should correspond to the current interest rates for BCPL General Obligation Trust Fund loans:

**General Obligation Loan Rates:**

|               |       |
|---------------|-------|
| 2 Years       | 4.00% |
| 3 – 5 Years   | 4.00% |
| 6 – 10 Years  | 4.00% |
| 11 – 20 Years | 4.25% |

Your interest rate is now locked at the above level for 60 days. To maintain that interest rate lock and prevent the possibility of needing to re-start the loan process from the beginning, BCPL needs to receive a properly completed loan application within 60 days from the date of this letter.

Following approval of the Application and Borrowing Resolution by your Board, the application must be completed and returned to BCPL along with the meeting minutes and the Anticipated Schedule of Disbursements. To provide enough time for internal reviews, loan processing, and assembling of our Board agenda materials, completed documents must be received a minimum of eight (8) calendar days before the next BCPL board meeting. The BCPL Board meets the first and third Tuesdays of each month.

BCPL requests that all Borrowers provide digital photographs of the projects that we finance (if applicable). We use these photos for promotional materials regarding the BCPL State Trust Fund Loan Program. Please remember to email a few high-resolution digital photographs, and be sure to include photographer credit information. We thank you in advance.

If you have questions regarding any of the documentation required by BCPL, the application process or the status of your application, please call me at 608-266-0034 or email me at [richard.sneider@wisconsin.gov](mailto:richard.sneider@wisconsin.gov).

Sincerely,

Richard Sneider, CFA, CIPM  
Chief Investment Officer

Enclosures: 1) Application Form – Town 20 Year Maximum  
2) Checklist for Application Review  
3) Anticipated Schedule of Disbursements

120.doc

**STATE OF WISCONSIN  
BOARD OF COMMISSIONERS OF PUBLIC LANDS  
101 EAST WILSON STREET, 2<sup>ND</sup> FLOOR  
POST OFFICE BOX 8943  
MADISON, WISCONSIN 53708-8943**

**APPLICATION FOR STATE TRUST FUND LOAN**

**TOWN - 20 YEAR MAXIMUM**

**Chapter 24 Wisconsin Statutes**

**TOWN OF BRISTOL**

**Date sent: April 7, 2022**

**Received and filed in Madison, Wisconsin:**

---

**ID # 05605635**

**RAS**

**RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY**

TO: BOARD OF COMMISSIONERS OF PUBLIC LANDS

We, the undersigned town board of supervisors of the Town of **Bristol**, in the County(ies) of **Dane**, Wisconsin, in accordance with the provisions of Chapter 24 of the Wisconsin Statutes, do hereby make application for a loan of **Two Hundred Thirty Five Thousand Four Hundred Five And 78/100 Dollars (\$235,405.78)** from the Trust Funds of the State of Wisconsin for the purpose of **financing the purchase of fire engine**.

The loan is to be continued for a term of **3** years from the 15th day of March preceding the date the loan is made. The loan is to be repaid in annual installments, as provided by law, with interest at the rate of **4.00** percent per annum.

We agree to the execution and signing of such certificates of indebtedness as the Board may prepare and submit, all in accordance with Chapter 24, Wisconsin Statutes.

The application is based upon compliance on the part of the Town with the provisions and regulations of the statutes above referred to, as set forth by the following statements which we do hereby certify to be correct and true.

The meeting of the Town Board of the Town of **Bristol**, in the County(ies) of **Dane**, Wisconsin, which approved and authorized this application for a loan was a regularly called meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

At the aforesaid meeting a resolution was passed by a majority vote of the members of the Town Board approving and authorizing an application to the Board of Commissioners of Public Lands, State of Wisconsin, for a loan of **Two Hundred Thirty Five Thousand Four Hundred Five And 78/100 Dollars (\$235,405.78)** from the Trust Funds of the State of Wisconsin to the Town of **Bristol** in the County(ies) of **Dane**, Wisconsin, for the purpose of **financing the purchase of fire engine**. That at the same time and place, the Town Board of the Town of **Bristol** by a majority vote of the members, adopted a resolution levying upon all the taxable property in the Town, a direct annual tax sufficient in amount to pay the annual installments of principal and interest, as they fall due, all in accordance with Article XI, Sec. 3 of the Constitution and Sec. 24.66(5), Wisconsin Statutes.

A copy of the aforesaid resolutions, certified to by the clerk, as adopted at the meeting, and as recorded in the minutes of the meeting, accompanies this application.

A statement of the equalized valuation of all the taxable property within the Town of **Bristol** certified to by the clerk, accompanies this application.

Given under our hands in the Town of **Bristol**, County(ies) of **Dane**, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Chairman, Town of **Bristol** (Signature)

\_\_\_\_\_  
Clerk, Town of **Bristol** (Signature)

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Chairman and supervisors, please sign in space provided and type or print name below the signature.)

|    | <u>OFFICER</u>         | <u>ADDRESS OF EACH OFFICER</u> |
|----|------------------------|--------------------------------|
| 1. | _____                  | _____                          |
|    | Chairman (Signature)   |                                |
|    | _____                  | _____                          |
|    | Type or Print Name     |                                |
| 2. | _____                  | _____                          |
|    | Supervisor (Signature) |                                |
|    | _____                  | _____                          |
|    | Type or Print Name     |                                |
| 3. | _____                  | _____                          |
|    | Supervisor (Signature) |                                |
|    | _____                  | _____                          |
|    | Type or Print Name     |                                |
| 4. | _____                  | _____                          |
|    | Supervisor (Signature) |                                |
|    | _____                  | _____                          |
|    | Type or Print Name     |                                |
| 5. | _____                  | _____                          |
|    | Supervisor (Signature) |                                |
|    | _____                  | _____                          |
|    | Type or Print Name     |                                |

Town Board of Supervisors of the Town of **Bristol**, County(ies) of **Dane**, Wisconsin.

STATE OF WISCONSIN  
County(ies) of **Dane**

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named persons known to me as the Town Board of Supervisors of the Town of **Bristol**, in **Dane** County, Wisconsin, and who are the persons who executed the foregoing application and acknowledged same.

\_\_\_\_\_  
Clerk (Signature)

\_\_\_\_\_  
Clerk (Print or Type Name)

Town of **Bristol**  
County(ies) of **Dane**, Wisconsin

**RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY**

FORM OF RECORD

The following preamble and resolutions were presented by Supervisor \_\_\_\_\_ and were read to the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the Town of **Bristol**, in the County(ies) of **Dane**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Two Hundred Thirty Five Thousand Four Hundred Five And 78/100 Dollars (\$235,405.78)** for the purpose of **financing the purchase of fire engine** and for no other purpose.

The loan is to be payable within **3** years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **4.00** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the Town of **Bristol**, in the County(ies) of **Dane**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the Town of **Bristol** by such loan from the state be applied or paid out for any purpose except **financing the purchase of fire engine** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the chairman and clerk of the Town of **Bristol**, in the County(ies) of **Dane**, Wisconsin, are authorized and empowered, in the name of the Town to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the Town pursuant to this resolution. The chairman and clerk of the Town will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this Town forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

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Supervisor \_\_\_\_\_ moved adoption of the foregoing preamble and resolutions.

The question being upon the adoption of the foregoing preamble and resolutions, a vote was taken by ayes and noes, which resulted as follows:

|    |            |       |       |       |
|----|------------|-------|-------|-------|
| 1. | Chairman   | _____ | voted | _____ |
| 2. | Supervisor | _____ | voted | _____ |
| 3. | Supervisor | _____ | voted | _____ |
| 4. | Supervisor | _____ | voted | _____ |
| 5. | Supervisor | _____ | voted | _____ |

A majority of the Town Board of the Town of **Bristol**, in the County(ies) of **Dane**, State of Wisconsin, having voted in favor of the preamble and resolutions, they were declared adopted.

**RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY**

STATE OF WISCONSIN

County(ies) of **Dane**

I, \_\_\_\_\_, Clerk of the Town of **Bristol**, County(ies) of **Dane**, State of Wisconsin, do hereby certify that the foregoing is a true copy of the record of the proceedings of the Town Board of the Town of **Bristol** at a meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, relating to a loan from the State Trust Funds; that I have compared the same with the original record thereof in my custody as clerk and that the same is a true copy thereof, and the whole of such original record.

I further certify that the Town Board of the Town of **Bristol**, County(ies) of **Dane**, is constituted by law to have \_\_\_\_\_ members, and that the original of said preamble and resolutions was adopted at the meeting of the Town Board by a vote of \_\_\_\_\_ ayes to \_\_\_\_\_ noes and that the vote was taken in the manner provided by law and that the proceedings are fully recorded in the records of the Town.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of the Town of **Bristol** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Clerk (Signature)

\_\_\_\_\_  
Clerk (Print or Type Name)

Town of **Bristol**

County(ies) of **Dane**

State of Wisconsin

**RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY**

STATE OF WISCONSIN  
 COUNTY(IES) OF **Dane**  
 TO: THE BOARD OF COMMISSIONERS OF PUBLIC LANDS

I, \_\_\_\_\_, Clerk of the Town of **Bristol**, County(ies) of **Dane**, State of Wisconsin, do hereby certify that it appears by the books, files and records in my office that the valuation of all taxable property in the Town of **Bristol** is as follows:

EQUALIZED VALUATION FOR THE YEAR 2021 \* \$ 656,898,500  
 \* Latest year available

I further certify that the whole existing indebtedness of the Town of **Bristol**, County(ies) of **Dane**, State of Wisconsin, is as follows: (list each item of indebtedness):

| NAME OF CREDITOR    | PRINCIPAL BALANCE<br>(EXCLUDING INTEREST) |
|---------------------|---|
| _____               | \$ _____                                  |
| _____               | \$ _____                                  |
| _____               | \$ _____                                  |
| _____               | \$ _____                                  |
| _____               | \$ _____                                  |
| _____               | \$ _____                                  |
| _____               | \$ _____                                  |
| TOTAL INDEBTEDNESS: | \$ _____                                  |

\_\_\_\_\_  
 Clerk (Signature)

\_\_\_\_\_  
 Clerk (Print or Type Name)

Clerk in the Town of **Bristol**

County(ies) of **Dane**, Wisconsin

\_\_\_\_\_, 20\_\_\_\_\_  
 Date

THE TOTAL INDEBTEDNESS, INCLUDING THE TRUST FUND LOAN APPLIED FOR, MAY NOT EXCEED 5% OF THE VALUATION OF THE TAXABLE PROPERTY AS EQUALIZED FOR STATE PURPOSES. (Sec. 24.63(1), Wis. Stats., 1989-90)

**RETURN THIS ORIGINAL – DO NOT RETURN PHOTOCOPY**