

Minutes

Town of Ledgeview Zoning & Planning Commission

November 13, 2013

Members Present: Chairwoman Jane Tenor, Vice Chairman Mark Handeland, Al Case, Mark Chambers, Renee Van Rossum, Rebecca Afshar and Chet Lamers.

Support Staff Present: Dustin Wolff (Town Planner) and Renae Peters (Recording Secretary)

The meeting was called to order at 6:00pm by Chairwoman Jane Tenor.

Approve/ Amend Agenda: Renee Van Rossum made a motion to approve the agenda as posted. Chet Lamers seconded the motion. Motion carried.

Minutes: Mark Handeland made a motion to approve the October 16, 2013 minutes as written. Renee Van Rossum seconded the motion. Motion carried.

Public Hearings: None

New Business:

- a. The Commission reviewed the Certified Survey Map(CSM) request by Les Van Horn, Surveyor for Cleo Klubertanz, owner, to split parcel D-69 into three lots. The parcel is at the end of Ravine Road and is adjacent to the City of De Pere. D-69 is zoned R-1 Residential while the abutting De Pere property is zoned Industrial. Staff recommended that the Commission require Ravine Road to terminate at the Klubertanz property to prevent future heavy truck traffic running through a residential neighborhood. Mr. Van Horn informed the Commission that the City of De Pere approved a separate CSM allowing the eventual extension of Commerce Drive. This would provide road frontage to the east for all three lots. It is expected that one or more of these lots will eventually be annexed into the City of De Pere. A turnaround will be constructed by the Town at the end of Ravine Road at no cost to the property owner in exchange for a public right-of-way easement. Per resolution 2013-004, access to Ravine Road shall be limited to two single-family residences and non-residential land uses or operations shall be prohibited to access Ravine Road. **Mark Handeland made a motion to recommend approval of ZPC resolution 2013-004. Renee Van Rossum seconded the motion. Motion carried.**

- b. The Commission reviewed a site plan request by Gregg Francisco, owner of Howard Motors, for a metal building used for auto service on parcel D-424-1, 3510 Monroe Road. Construction had begun and then was halted when it was discovered that the owner had not followed proper permitting channels for the building. Mr. Francisco has obtained state approved plans. The proposed commercial buildings conform with the property's LI Light Industrial zoning. The building meets setback, façade, and greenspace requirements. Any future building additions or lighting changes must comply with Town zoning code. **Rebecca Afshar made a motion to recommend approval of the site plan for parcel D-424-1 with the following conditions: 1. A landscape plan must be submitted. 2. Garbage/ dumpster location must be added to the plan. 3. The existing sign must be added to the plan. Chet Lamers seconded the motion. Motion carried.**
- c. The Commission reviewed a site plan request by Central Brown County Water Authority(CBCWA) for a municipal water storage and pumping facility on parcel D-235, Scray Hill Road. A stand pipe and water reservoir will be constructed on the parcel which currently has a water tower, small utility building and a water reservoir and is located to the east of Scray Hill Park. The CBCWA hosted an informational meeting to which no neighboring residents attended. Landscaping and façade requirements have been met. The stand pipe will provide back up for the Sanitary District's water tower in case of emergency. Chet Lamers was concerned about the water in each building becoming stagnant but Dave Vaclavik of CBCWA assured him the water would be continuously flowing and there would only be a two day hold time. The construction will be concrete with a steel liner. **Renee Van Rossum made a motion to recommend approval of the site plan for parcel D-235. Al Case seconded the motion. Motion carried.**

Old Business:

- a. Mr. Wolff asked the Commission to table the review of the Fee-In-Lieu-Of ordinance amendment until he can consult with the Town's attorney. **Jane Tenor made a motion to table the Fee-In-Lieu-Of ordinance amendment until the December meeting. Renee Van Rossum seconded the motion. Motion carried.**
- b. The Commission continued their discussion of an ordinance amendment to zoning code Chapter 7, Animals. Mr. Wolff altered the previous language given to the Commission as an addition to the current code to read as follows:
1. 7-5(A) added to the end of the first sentence "... and only allowed in accordance with zoning standards established for each district as outlined in chapter 135." The Commission wants the actual Chapter 135 section number added.
 2. 7-5(C) added after the stated square footage "... shall conform to the setback requirements for primary structures in the District in which it is located... and siding... be similar or complement..."
- Jane Tenor made a motion to recommend approval of the ordinance amendment stated above to Chapter 7, Animals. Renee Van Rossum**

seconded the motion. Motion carried. Mr. Wolff also gave the Commission a sample ordinance pertaining specifically to the keeping of chickens. He asked the Commission to review it and make suggestions for an amendment to Chapter 7, Animals. This item will be placed on the agenda for the December meeting.

- c. The Commission continued the review of an ordinance pertaining to the Agricultural-Farmland Preservation (AG-FP) zoning. The ordinance would be integrating the current Exclusive Agriculture zoning into a model provided by Brown County. The Commission, based on suggestions by the Town Planner, must decide which parts of the model ordinance to accept. A zoning map must also be adopted showing the new AG-FP zoned areas. Mr. Wolff suggested this might be accomplished at the same time as the land use areas of the Comprehensive Plan update to save on resources. Chet Lamers asked if Mr. Wolff could provide the Commission with copies of amendments that have been recently adopted by other local municipalities. Mr. Wolff replied that he could at December's meeting. **Jane Tenor made a motion to table the review of the Agriculture- Farmland Preservation ordinance until the December meeting. Rebecca Afshar seconded the motion. Motion carried.**

Zoning Administrator Report:

- a. Future agenda items:
1. Chapter 7- chicken specific ordinance amendment
 2. Chapter 135-15, Fences- temporary fences for special events
 3. CSM- Pahnke
- b. Town Board approval update: All items from October brought before the Town Board were approved except for the Belle Isle preliminary plat.

Communications: None

Renee Van Rossum made a motion to adjourn at 8:05pm. Jane Tenor seconded the motion. Motion carried.

Minutes prepared and signed on November 14, 2013 by:



Renae Peters
Recording Secretary