

Minutes

Town of Ledgeview Zoning & Planning Commission

June 12, 2013

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

Support Staff Present: 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. Al Case seconded the motion. Motion carried.

Minutes: Mark Handeland made a motion to approve the May 15, 2013 minutes as written. Renee Van Rossum seconded the motion. Motion carried.

Public Hearings: Chairwoman Jane Tenor opened the public hearing at 6:02pm to hear comment on the request by Scott Corrigan, agent for Darrell Henninger, owner, for a site plan review for a proposed new building for Glenn's Towing on parcel D-112, 3157 Cottage Rd., Green Bay, WI 54311. There was no comment made. Chairwoman Tenor closed the public hearing at 6:04pm.

Rebecca Afshar joined the meeting.

New Business:

- a. The Commission reviewed the request by Scott Corrigan of Corrigan's CBS, agent for Darrell Henninger, owner, for a site plan for a proposed new building for Glenn's Towing on parcel D-112, located at 3157 Cottage Rd. The Commission asked for clarification on landscape tree location and was informed staff asked Mr. Henninger to move the trees out of future road right-of-way as Cottage Rd will either be extended to connect STH 29 to CTH R or end in a cul-de-sac. Mr. Henninger agrees with the following conditions noted by staff: existing fence must be maintained in good repair and be 90% impervious, safety lighting must be installed over each exterior door, parking will stay as is in the front of the building and masonry will cover 50% of the west and south sides of the building. **Renee Van Rossum made a motion to recommend approval of the site plan with the following conditions:**

1. Identify maximum building height, not to exceed 45 ft.
2. Require state approved plans.
3. Revise site plan to include 50% masonry requirement on the west and south facing sides of the building.
4. Require the submittal, review and approval of a Certified Survey Map (CSM) that provides for the separation of the residence from the business.
5. The owner must install safety lighting over each exterior door.
6. Current parking location and spaces will stay the same.
7. Existing fences shall be kept in good repair and maintained at 90% impervious.

Rebecca Afshar seconded the motion. Motion carried.

- b. The Commission reviewed the proposed changes suggested by Dave Enigl, Town Building Inspector, on an ordinance amending section 135-15 (Fences) and section 135-16 (Swimming pools, hot tubs & spas) of the Town of Ledgeview Zoning Code. Discussion centered around fencing for ponds and man-made bodies of water. Mark Handeland would also like to revisit the Prohibited fence section to include RR zoning. **Chet Lamers made a motion to table the proposed changes to section 135-15 until the July meeting pending more information on E3-d as to why the addition of Town Clerk and Zoning Administrator authority was requested and if measurable boundaries can be added. Rebecca Afshar seconded the motion. Motion carried.** The Commission then reviewed the proposed changes suggested for section 135-16, discussing the height and length of fencing at the water's edge and the placement of safety latches into the pool, hot tub or spa area. **Renee Van Rossum made a motion to table the proposed changes to section 135-16 until the July meeting pending more information on items A and C as to why the changes are being requested. Ms. Van Rossum also requests that any future ordinance changes come with explanations and/ or samples of similar ordinances. Jane Tenor seconded the motion. Motion carried.**
- c. The Commission reviewed an ordinance amending various sections of Chapter 135 Zoning Code as it relates to 1. Protest Petitions, 2. Non-conformity and 3. Institutional Zone requirements. The proposed amendments were suggested by the Town attorney. Mark Chambers asked if the changes to section 135-11 Non-conforming Use would prevent a property owner from continually receiving building permits to change a non-conforming building to avoid rezone requirements. It does not. **Mark Handeland made a motion to recommend approval of the ordinance amending sections 135-250(F)(2), 135-8, 135-11 and 135-118 as proposed. Renee Van Rossum seconded the motion. Motion carried.**

Old Business: None

Zoning Administrator Report:

- a. Future Agenda Items:
 1. Henninger CSM

2. Working Lands Initiative update
 3. First Merit Bank sign
 4. Section 135-222 Man-Made Bodies of Water
- b. Town Board Decisions: All recommendations were approved except the Radue Preliminary Plat due to road access issues.
 - c. Ms. Peters updated the Commission that the owner of Bleu Restaurant did not come forward with a permanent sign request by May 15, 2013 as required. The matter will be taken up the Town's Code Enforcement officer.

Communications:

Jane Tenor gave a brief update on the Zoning and Planning Commission procedure class she attended on May 31, 2013. She would like to establish formal guidelines for public hearings and public comments. Mark Handeland asked about the Comprehensive Plan RFP that went out for bid and Ms. Peters provided him with a copy of the final draft. Chet Lamers, a new member, suggested all around introductions.

Renee Van Rossum made a motion to adjourn at 8:15pm. The motion was seconded by Al Case. Motion carried.

Minutes prepared and signed on June 13, 2013 by:

Rena Peters
Recording Secretary