

## Minutes

### Town of Ledgerview Zoning & Planning Commission

March 12, 2014

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

Support Staff Present: Dustin Wolff (Town Planner), Jeff Sanders (Comprehensive Plan Consultant), Sarah Burdette (Town Clerk/ Administrator) and Renae Peters (Recording Secretary)

The meeting was called to order at 6:02pm by Chairwoman Jane Tenor.

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

Minutes: Rebecca Afshar pointed out that her attendance at the February 12, 2014 meeting was not shown. Ms. Peters will correct. Jane Tenor made a motion to approve the February 12, 2014 minutes with the above correction. Mark Handeland seconded the motion. Motion carried.

Public Hearings: None

#### New Business:

- a. The Commission reviewed the request by Aaron Ballast of TNT Surveyors, agent for Dale & Sue Grohusky, owners, for a Certified Survey Map (CSM) dividing parcel D-209-3-1 into three lots. The parcel is adjacent to Scray Hill Park and zoned RR Rural Residential. All three proposed lots meet RR size requirements, with Lot 1 being 1.38 acres, Lot 2 being 1.49 acres and Lot 3 being 5.97 acres, and comprehensive plan land use. The Park & Open Space Plan shows a pedestrian/ bicycle trail along Hawthorne Heights Dr. and Scray Hill Rd, but infrastructure is not required at this time. Driveway access will be from Hawthorne Heights Dr. only and is prohibited from Scray Hill Rd. Lot 3 will continue to be farmed and the Grohusky's have no issue with the prohibited access from Scray Hill Rd. The Town Engineer will be recommending to the Town Board that there be a drainage easement between Lots 2 and 3. Also, there will not be a sewer and water easement on this CSM, but a separate agreement will be drafted and filed with Lot 3 stating the lot cannot be built upon or subdivided without prior discussions with the Town to secure an easement. **Mark Handeland made a motion to**

recommend approval of Zoning & Planning resolution 002-2014 concerning the CSM for parcel D-209-3-1 located at the intersection of Hawthorne Heights Dr. and Scray Hill Rd. Chet Lamers seconded the motion. Motion carried.

Old Business:

- a. The Commission reviewed the updated draft of the official zoning map with the changes in zoning from 2009 to the present highlighted. The county receives zoning updates from the Town's deputy clerk after each change. **Rebecca Afshar made a motion to recommend approval of the official zoning map. Al Case seconded the motion. Motion carried.**

Comprehensive Plan Update:

- a. Jeff Sanders reviewed began a review of Chapter 1, Issues and Opportunities. The Commission members indicated that they were unsure of how specific they should be in their review of the chapters. Mr. Sanders directed the Commission to focus on broader topics, thinking about if they should be included or discarded, rather than particular details, word-smithing or flow. Chapters will be in draft form until the end of the process and can be revisited. It was decided that Commission members would forward any changes or suggestions to Mr. Wolff, who would, in turn, send these with comment to Mr. Sanders. Mr. Wolff suggested a workshop for the Commission members where they would be asked questions about a chapter and their answers would be compiled to discuss at the following meeting. The Commission agreed that the workshop was a good idea and would help them focus and help Mr. Sanders see what they value in each chapter.  
Mr. Sanders added a chart in Chapter 1 showing Age by Population Group to clarify other information in the chapter.  
The Commission discussed items in Chapter 3, Transportation, including narrow streets, calming tools for streets, connectivity and pictures and other graphics. The Commission discussed electric vehicle charging stations and used the topic as an example for how the update process should be handled. All Chapter 1 and 3 changes and suggestions will be made and presented at the April meeting.
- b. Mr. Sanders stated that he would prefer a half hour introduction each for Chapters 4, Economic Development, and 5, Housing. **Mark Handeland made a motion to table the introduction and discussion of Chapters 4 and 5 until the April meeting. Chet Lamers seconded the motion. Motion carried.**

Zoning Administrator Report:

- a. Future Agenda Items:
  1. Comprehensive Plan Chapters 4, Economic Development, and 5, Housing.
  2. General code updates
- b. The Town Board will have public hearings on ordinance amendments 135-25 Telecommunications and 135-11, keeping of chickens in residential areas.

Communications: None

**Rebecca Afshar made a motion to adjourn at 8:50pm. Renee Van Rossum seconded the motion. Motion carried.**

Minutes prepared and signed on March 13, 2014 by:



Renae Peters  
Recording Secretary