

Minutes

Town of Ledgeview Zoning & Planning Commission

December 11, 2013

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

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: Mark Handeland made a motion to approve the agenda as posted. Mark Chambers seconded the motion. Motion carried.

Minutes: Al Case made a motion to approve the November 13, 2013 minutes as written. Mark Handeland seconded the motion. Motion carried.

Public Hearings: None

New Business:

- a. The Commission reviewed the request from Steven Zeitler, surveyor, for Gary Pahnke, owner, for a Certified Survey Map(CSM) splitting parcel D-135-2 into two lots. The parcel is zoned Planned Development District- Business Park(PDD-BP) and is bisected by Interstate 43. The current use is agricultural and there are no plans to develop the property at this time. Current and future land use comply with the Town's Comprehensive Plan. Lot 1, located to the north of I-43, will have road access onto CTH R. Lot 2, located to the south of I-43, will have road access onto Shadow Lane. The Environmentally Sensitive Areas noted on Lot 1 will be recorded with the CSM. **Mark Handeland made a motion to recommend approval of ZPC Resolution 2013-005 for the CSM to split parcel D-135-2 into two lots. Mark Chambers seconded the motion. Motion carried.**
- b. The Commission reviewed the request by Kelly Schmitz of Wireless Planning, agent for Cellcom, owner, for a conditional use permit to add height and additional antennas to the existing antenna located at 2171 Dickinson Rd. A 15 foot antenna and 5 foot lightening rod would be added to the existing tower for a total of 20 feet in added height. The antenna would still be well below Town of Ledgeview code height restrictions and the use continues to comply with the Town's Comprehensive Plan. Staff recommends some type of screening at

ground level, either slats in the existing chain-link fence and/or landscaping. Jim Weinmann, representative for Wireless Planning, stated that due to a state law passed this past June, conditions attached to motions made for wireless-type services was prohibited. Mr. Wolff asked that Mr. Weinmann notify Cellcom of the Town's position on screening and ask if they would be opposed to fence slatting and/ or landscaping. If Cellcom chooses to landscape the area, a plan would be required. Mark Chambers commented that slatting on the fence may be dangerous in high wind conditions and flora of some type for screening would be preferable. Mr. Wolff also recommended Cellcom provide a two-mile radius service coverage map including other existing towers. A public hearing at the Town Board level is required for this item. **Chet Lamers made a motion to recommend approval of the conditional use permit to add height and additional antennas to the existing tower located at 2171 Dickinson Rd. with the following conditions:**

- Provide a services area coverage map/master plan for the facility.
- Provide a map illustrate the location of all structures and wireless communications facilities which are 80 feet or more in height within two (5) miles of the proposed facility.
- Provide fence slats to screen the base of the tower and compound.
- Provide a landscape plan indicating type and location of plantings for screening.
- Provide a letter from Wisconsin Public Service (WPS) approving the tower addition.
- Provide a letter from FCC and FAA verifying that the tower addition meets all federal requirements.
- Per section 135-238, please provide certification of plans by a licensed professional engineer.

Al Case seconded the motion. Motion carried.

- c. The Commission discussed the ordinance amendment to the Town of Ledgeview code Chapter 7, Animals, regarding the keeping of chickens in residential zoning. Mr. Wolff obtained samples of animal ordinances from De Pere, Green Bay, Allouez, Madison and Lake Mills. Most of these required some type of license for tracking (the owners) and notification of complaint purposes, with a minimal fee. Mr. Wolff suggested chicken housing placement should be addressed in the amendment. The Commission was in agreement that only four hens be allowed on small lots, that any coops be moveable, not fixed, and that the coop should not be placed too close to any neighbor's property. Jane Tenor asked that a specific definition for nuisance be included for clarity of any complaints. The Commission would like the opinion of all of its members on this issue. **Jane Tenor made a motion to table the discussion of the ordinance amendment until January. Mark Handeland seconded the motion. Motion carried.**

Old Business:

- a. Mr. Wolff gave the Commission an update on their review of an ordinance amendment to Town of Ledgeview code section 96-8 establishing a Fee-In-Lieu-Of dedication for public purposes. Mr. Wolff spoke with the Town's attorney, Clerk/Administrator and Comprehensive/Park Plan consultant and they determined this issue would come about in the Comprehensive and Park Plan updates in the next few months. Discussions would include how much of a fee to

charge and what criteria to base the fee on (per person or per household). Mr. Wolff explained that the Fee-In-Lieu-Of amendment would allow developers to either pay a fee or dedicate parkland if their developments are in an area where there are no parks planned. Mr. Wolff asked the Commission to table review of this item until the Park Plan update is further along. **Mark Handeland made a motion to table the review of the ordinance amendment to establish a Fee-In-Lieu-Of dedication until the next meeting. Mark Chambers seconded the motion. Motion carried.**

- b. The Commission continued their review of an ordinance concerning Agricultural-Farmland Preservation (AG-FP) zoning text. Single family dwelling was struck from permitted uses. Items A(5-7) under accessory uses was moved to conditional uses. Items F & G were struck from accessory uses. Item A1 was struck from conditional uses. Second farm residence was added under B in conditional uses. The Commission discussed the items under conditional uses and lot size and asked Mr. Wolff to contact Brown County to inquire which items they would be able to strike and which were required. The Commission asked that a definition of Farmstead be added and that they be provided with an updated version with these changes at the next meeting. **Jane Tenor made a motion to table the ordinance concerning AG-FP until the next meeting. Chet Lamers seconded the motion. Motion carried.**

Zoning Administrator Report:

- a. Future Agenda Items:
 1. Comprehensive Plan update
 2. Belle Isle subdivision final plat
 3. Subdivision ordinance amendment regarding single/ multiple access and outlets
- b. The Town Board approved all recommended items from the November meeting plus the Belle Isle subdivision preliminary plat.

Communications:

The Commission will begin the Comprehensive Plan update at the January meeting. The Town will be installing a 70" television in the meeting room for meeting display purposes and for fire department training. Chairman Hess has also suggested to Clerk/Administrator Burdette that Commission members be provided with iPads. Ms. Peters asked the Commission their opinion of receiving packet information via iPad and they were accepting of the idea. Ms. Peters will pass this on to Ms. Burdette.

Mark Handeland made a motion to adjourn at 8:36pm. Mark Chambers seconded the motion. Motion carried.

Minutes prepared and signed on December 12, 2013 by:

Renaë Peters
Recording Secretary