

Minutes

Town of Ledgeview Zoning & Planning Commission

July 16, 2014

Members Present: Chairperson Jane Tenor, Vice Chairperson Mark Handeland, Mark Chambers, Taurino Garcia, and Chet Lamers. Renee Van Rossum was excused and Rebecca Afshar was absent.

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

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

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

Minutes: Mark Chambers made a motion to approve the June 11, 2014 minutes with the correction of a small spelling error. Mark Handeland seconded the motion. Motion carried.

Public Hearings: None

Old Business:

- a. The Commission reviewed a site plan for a 12- unit apartment building located on parcel D-674, East River Dr. The new building would join the existing River's Edge Apartment complex and the exterior façade would match the current buildings. The parcel was rezoned to R-3, Multi-Family at the Town Board level. Mr. Bigelow submitted a site plan with the front of the building facing north. Staff offered an alternative building orientation with the front of the building facing east, the intent being to break up the view from CTH G. Mr. Bigelow defended his plan by noting that, if the building faced east, people would park along East River Dr. to enter the apartments through the rear patios and bikes, sandboxes, and grills would be seen by passing traffic. Chet Lamers suggested shifting the building on the submitted plan 10 feet farther to the east lot line. Setback requirements would still be met and more landscaping could be added along East River Dr. for screening. Mark Chambers pointed out in the code that the lot size prohibited any additional units beyond these 12. **Chet Lamers made a motion to recommend**

approval of the submitted site plan for a 12-unit apartment building with the following conditions:

1. The building shall be moved 10 feet closer to the east lot line.
2. Mr. Bigelow shall add six additional Black Hill Spruce trees on the west side of the building facing East River Dr.
3. Mr. Bigelow should work with the Town to ensure drainage requirements are met adjacent to the East River and floodplain.

Mark Chambers seconded the motion. Motion carried.

New Business:

- a. The Commission reviewed a request by Gale Greatens of Wall St. Warehouse for a 32 sq. ft. sign located at 3180 Wall St., parcel D-122-6. Mr. Greatens is moving the sign from the north side of the building to the south side. **Taurino Garcia made a motion to recommend approval of the sign located at 3180 Wall St. Mark Handeland seconded the motion. Motion carried.**
- b. The Commission reviewed a conceptual site plan requested by Konrad Jossart for mini storage facilities located on parcel D-56-3, Swan Rd. The storage would be located in the rear of Mr. Jossart's current commercial property, well-screened by existing buildings and a stormwater pond. Mr. Jossart is in the process of developing a road spur off of Swan Rd. and staff would like to see access to the mini storage provided off the spur. Staff prefers the storage building orientation provided by the applicant. Mr. Jossart is aware he must submit access, site drainage, landscaping, signage, lighting, greenspace and fencing plans with the official application. Staff also requests that the application and drawings include data for the entire parcel including current outdoor storage and the eastern area along Swan Rd. Site statistics must be included for the entire parcel. Taurino Garcia asked if Mr. Jossart had intentions of splitting and/ or selling this parcel but that information is not known at this time. **Mark Handeland made a motion to approve the conceptual site plan for mini storage on parcel D-56-3. Taurino Garcia seconded the motion. Motion carried. (Note: This is not an official approval of the site plan.)**

Comprehensive Plan Update:

- a. Jeff Sanders handed out copies of the Current Land Use map last updated in 2010. He asked the Commission and Staff to review it, note changes, and relay the changes to Staff to make the map as accurate as possible. Sarah Burdette asked how to reconcile the Current Land Use map with the Future Land Use map so both maps could be used by the Commission as a tool and not something that would become a hindrance to them. Mr. Sanders replied the Current map should be used as a "snapshot" of the Town and the Future map could be altered to be a "bubble" map with text being extremely important to its interpretation. Mr. Sanders also suggested use of complimenting zoning colors and diagonal stripes to indicate preferred future zoning.

The Commission reviewed Chapter 7, Natural, Cultural and Agricultural Resources, of the Comprehensive Plan. Very little new information was added to the chapter and topics discussed included invasive species, conservation subdivisions, secondary conservation areas and the Niagara Escarpment. Updates will be made and provided to the Commission.

Staff Report:

- a. Mark Sauer notified the Commission that the June 11, 2014 listening session minutes on A-2, Agriculture zoning were posted on the Town's website and code text changes would be revisited by the Commission in August or September. There was very little follow up by residents after the listening session.
- b. Future Agenda Items:
 1. Review of Current and Future Land Use maps and vision forum maps for the Comprehensive Plan.
 2. De Pere School District electronic message board sign
- c. Town Board Decisions:

The Town Board approved the rezone of parcel D-674 to R-3, Multi-Family. They approved the recommendations made to them by the Commission at the June 17, 2014 meeting.

Communications:

The Commission will be receiving iPads before the August meeting. Staff will train individuals before the meeting. Mark Handeland commented on how important the Future Land Use map is and Jane Tenor and Mark Chambers want to work with the Park Committee to agree on conservation and recreational area placement. The Commission expressed concern about the delivery of the Comprehensive Plan chapter presentations and asked for some time on their own to review the updated chapters and maps. They suggested adding an extra meeting per month to focus on the Comprehensive Plan. Chet Lamers asked about the correlation between cost of Town service analysis and empty lots that are now being built on. Ms. Burdette replied that she would like to discuss the issue with the Town Board.

Mark Chambers made a motion to adjourn at 8:40pm. Taurino Garcia seconded the motion. Motion carried.

Minutes prepared and signed on July 17, 2014 by:



Renae Peters
Recording Secretary