

## Minutes

### Town of Ledgerview Zoning & Planning Commission

August 13, 2014

Members Present: Chairperson Jane Tenor, Vice Chairperson Mark Handeland, Taurino Garcia, Renee Van Rossum, Mark Chambers, Chet Lamers, Rebecca Afshar and alternate Nedd Niedermeyer.

Support Staff Present: Dustin Wolff and Mark Sauer (Town Planners) and Renae Peters (Recording Secretary)

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

Minutes: Mark Handeland made a motion to approve the July 16, 2014 as written. Taurino Garcia seconded the motion. Motion carried with Renee Van Rossum and Rebecca Afshar abstaining due to absence from the July meeting.

Public Hearings: None

#### New Business:

- a. The Commission reviewed a request by Alliance Construction, agent for Steinmar Properties, owner, for a sign for the new CBRF building located at 1350 Angels Path, parcel D-1645. The sign is made of stone and meets square footage and right-of-way requirements. The sign will include the name and address of the facility. The Commission expressed concern that emergency services might have difficulty finding the correct building when called due to a lack of address identification on the three buildings themselves. Staff replied the issue would be brought to the owners' attention. **Mark Handeland made a motion to recommend approval of the sign for the CBRF located at 1350 Angeis Path. Renee Van Rossum seconded the motion. Motion carried.**
- b. The Commission reviewed a request by Dave Vaclavik of Central Brown County Water Authority (CBCWA) for a Certified Survey Map (CSM) creating Lot 1 and Outlot 1 on parcel D-442-9, located at the corner of Plantation Ct. and Heritage Rd. The CSM will create the outlot for CBCWA facilities which is preferred over an easement. Lot 1, however, will be less than 60,000 sq. ft., a requirement of RR-Rural Residential zoning. A rezone of this parcel, and a few others in the area, to R-1, Residential will be on the agenda for the September 10, 2014 meeting. Some

of the Commission members were concerned about rezoning parcels to R-1 so close to land that is agricultural. Mr. Wolff clarified that the parcels to be changed are already using municipal utility services which are generally not available in RR zoning. **Mark Handeland made a motion to recommend approval of the Central Brown County Water Authority Certified Survey Map Resolution #003-2014 contingent on the parcel being rezoned from RR to R-1 and subject to any technical corrections required by the Town Engineer or Brown County prior to Town signatures. Jane Tenor seconded the motion. Motion carried.**

- c. The Commission reviewed a sign code amendment for Institutional zoning. The issue was brought up by the De Pere School District whose sign at the Middle School was damaged by a wind storm. Current code would not allow a new, updated sign. The amendment would change wall and ground sign criteria and clarify sign requirements in Institutional zoning. **Chet Lamers made a motion to recommend approval of the sign code amendment and forward it to the Town Board for a public hearing. Rebecca Afshar seconded the motion. Motion carried.**

Old Business: None

Comprehensive Plan Update:

- a. The Commission reviewed the Current Land Use map. Mr. Wolff explained that the map is a snapshot in time and accuracy is important but may not be absolute. The Commission decided to individually study the map after adjournment and mark areas they knew to be incorrect.

Staff Report:

- a. The Commission discussed the progress and process of the Comprehensive Plan Update. The Commission decided they would like to study each chapter as a group, without a support consultant, at one meeting and then, after choosing specific areas important to them, meet with staff at the following month's meeting to discuss details.
- b. The majority of the Commission was present at a joint meeting concerning Town TIF districts. The Commission asked if ordinances must be created to allow TIF's. Mr. Wolff answered that they would follow Wisconsin statutes. He told the Commission the Town Board and staff would be looking for input on whether a TIF should be created and where they might be located. He said TIF's could be a useful tool for the Town.
- c. Mr. Wolff told the Commission that an A-2 code amendment will be revisited to possibly revise language to further clarify and separate RR and A-2 zoning requirements.
- d. Future Agenda Items:
  1. Rezone of parcel D-442-9 and surrounding parcels from RR to R-1
  2. A-2/ RR zoning code amendment
- e. Town Board Decisions: None

Communications:

Mark Chambers mentioned that construction of Belle Isle Meadows had begun and noise was becoming a problem. The Town does not have construction hours specified in the code. Mr. Chambers asked if a code amendment could be looked into to establish construction hours to reduce noise.

**Mark Handeland made a motion to adjourn at 8:45pm. Renee Van Rossum seconded the motion. Motion carried.**

Minutes prepared and signed on August 14, 2014 by:

A handwritten signature in cursive script that reads "Renae Peters". The signature is written in dark ink and is positioned above the printed name and title.

Renae Peters  
Recording Secretary