Minutes

Town of Ledgeview
Zoning & Planning Commission

April 15, 2015

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

Support Staff Present: Dustin Wolff and Mark Sauer (Town Planners), Jeff Belongia (Financial Consultant), Sarah Burdette (Clerk/ Administrator) and Renae Peters (Recording Secretary)

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

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

Minutes: Mark Handeland made a motion to approve the March 11, 2015 minutes as written. Taurino Garcia seconded the motion. Motion carried.

Public Hearing: The public hearing regarding the proposed project plan and boundary for tax incremental district no. 1 (TID) in the Town of Ledgeview, Wisconsin was opened for public comment at 6:02pm. Bill Vande Yacht, 4151 Ledgecrest Road, asked why a public hearing must be held for a TID. Mr. Wolff responded that a public hearing is required to give residents a chance to express their ideas or issues with a proposed TID. John Fiddelke, 3800 Dickinson Road, asked if there are any negative aspects to having a TID. Mr. Wolff answered that it is all in one's perspective but perhaps the delay of the new tax value on the levee could be a drawback. Mr. Fiddelke asked how long the delay of value is. Mr. Wolff replied twenty years and Mr. Belongia replied that it could also be until the bonds for expenses are repaid, whichever comes first. The public hearing was closed for public comment at 6:07pm.

New Business:

a. The Commission reviewed and discussed the proposed boundaries and Project Plan for TID #1, Town of Ledgeview, Wisconsin. Mr. Wolff explained the TID approval process and gave an overview of the Project Plan. The plan was reviewed by Quarles & Brady and contains proposed developments of mixed- use residential and commercial and some potential industrial. General boundaries

extend on Monroe Road from the boundary with Bellevue in the north, south just past the Fox View Dental, west to include Olde School Square and east to include Belle Isle Meadows subdivision. Zoning, equalized value, population and utility availability requirements are met. Mr. Belongia stated he sees no problem with the financial potential of the plan and complimented on how well thought out the plan is. Expenditures covered by the plan include water, sewer and road infrastructure and land development enhancement including fill, excavation or access. The plan should be used as a tool to assist development in the Town. Ms. Afshar and Mr. Chambers asked why the already platted Belle Isle Meadows was included within the TID boundaries and Mr. Wolff and Mr. Belongia explained that it was to help increase early cash flow in the TID. Modest calculations were used for cash flow projections. Mr. Handeland asked why the border doesn't go farther south. Mr. Wolff answered that timing for development was not as crucial as it is for the northern section of Monroe Road and that four territorial amendments are available if the Town wishes to add property to the TID. Mr. Wolff also explained to the Commission that the Town Board has the final say before any money is spent on any project in the TID. If approved, the TID boundaries and project plan will be presented to the Town Board on May 4, 2015 and the Joint Review Board on May 19, 2015. **Rebecca Afshar made a motion to recommend approval of resolution ZPC 005-2015 approving the boundaries and project plan for Tax Incremental District #1, Town of Ledgeview, Wisconsin. Taurino Garcia seconded the motion. Motion carried.**

b. The Commission reviewed the request by Steve Bieda of Mau & Assoc., agent for Michael & Jessica McCarthy Trust, owner, to vacate the public right-of-way for Honey Locust Drive. The McCarthy's own all of the property surrounding Honey Locust Drive and paid for the original road and utility construction. There are no plans for development for the property between Honey Locust Drive and Lime Kiln Road. Road right-of-way on Meadow Sound Drive would continue straight across the mouth of the cul-de-sac, Honey Locust Drive will not be extended to the east and all lots are still conforming due to road frontage either on Meadow sound Drive or Lime Kiln Road. A public utility easement is required for utility maintenance. If future owners wish to return the road and its right-of way to the Town, the Town may evaluate the road condition and accept or decline at will. **Mark Handeland made a motion to recommend approval of vacating the public right-of-way for Honey Locust Drive with the conditions that the owners provide the Town Board with documentation that outlines the long-term maintenance responsibilities of the abutting properties and that an easement for access and utilities is recorded. Renee Van Rossum seconded the motion. Motion carried.**

c. The Commission reviewed the request by Steve Bieda of Mau & Assoc., agent for Michael & Jessica McCarthy Trust, owner, to construct a private entry gate in the former right-of-way across Honey Locust Drive. The two-piece gate, which would open vertically, would be placed eight feet back from the Meadow Sound Drive right-of-way. This will still allow for vehicles waiting for the gate to open to be out of traffic. A knox box is required for emergency vehicles and utility

maintenance. Staff asks that a landscape plan and final gate plans be provided. Mark Chambers expressed concern about the lack of a specific gate plan but there is no Town code specifically pertaining to private gates. **Mark Handeland made a motion to recommend approval of a private entry gate in the former right-of-way access across Honey Locust Drive with the following conditions:**

1. **Approval and completion of the ROW vacation for Honey Locust Drive prior to installation of the gate.**
2. **Installation of a knox box or similar to ensure emergency service access at all times.**
3. **Approval by the Town staff regarding gate specifics – height, width and style – prior to construction.**
4. **Provide the Town with a landscaping plan for the gate mechanics.**

Mark Chambers seconded the motion. Motion carried.

d. The Commission reviewed a request by Steve Bieda of Mau & Assoc., agent for Ryan Radue of Seville Properties, LLC, applicant to rezone parcels D-184 and D-184-3 from A-2, Agriculture to R-1, Residential. The parcels are located to the north of Dollar Road at Dollar Lane. The rezone is requested for potential future development and is consistent with the comprehensive plan. In his memo to the Commission, Mr. Wolff lists the findings of fact including the existing use of the property as agricultural with one single-family home, the surrounding zoning of A-2, Agriculture and R-1, Residential, the suitability of the use of the property permitted under its existing zoning as low-density residential, and the trend of development in the area from agricultural land to residential. The evidence presented in the findings have been found to support the applicant's rezone request. The park plan includes a potential park west of North Three Penny Court which the Commission may consider. **Mark Handeland made a motion to recommend resolution ZPC 006-2015 regarding the rezone of parcels D-184 and D-184-3 from A-2, Agriculture to R-1, Residential. Rebecca Afshar seconded the motion. Motion carried.**

e. The Commission reviewed a conceptual plat for The Crossing at Dollar Creek subdivision located on parcels D-184 and D-184-3 requested by Steve Bieda of Mau & Assoc., agent for Ryan Radue of Seville Properties, LLC., applicant. The petitioners are requesting guidance from the Commission on issues concerning access from Dollar Road, cul-de-sac placement, park placement and open space access placement. Mr. Radue gave a brief overview of his vision of the proposed subdivision. Staff would like to see designated park space on future development to the west owned by the same developer. **Rebecca Afshar made a motion to open the meeting to public comment at 7:16pm. Renee Van Rossum seconded the motion. Motion carried.** Bill Vande Yacht, 4151 Ledgecrest Road, suggested land to the south and west of the Dollar Road/ Lane intersection may be possible solution to park placement. Mr. Radue answered that he would consider an inquiry to the property owners. John Fiddlke, 3800 Dickinson Road, questioned the ability of the applicant to speak outside of a motion to open the meeting. Mr. Wolff referenced Town policy, stated on all applications, allowing applicants to

speak. **Rebecca Afshar made a motion to close the meeting to public comment at 7:19pm. Renee Van Rossum seconded the motion. Motion carried.** The Commission discussed alternate access to the subdivision by extending Dollar Lane to the north, however, this access would cause road right-of-way to extend in neighboring parcel D-184-2, owned by the Leanna family. The proposed offset access by Labyrinth Lane would cause an awkward traffic pattern and headlights into north-facing houses on Dollar Road. Due to the topography of the land, fill will need to be brought in for lots further to the west. The Commission is aware that this subdivision will be extended to the west in the future. Ultimately, the Commission would like to see information on drafted road layouts, though the Commission is leaning toward a preference for the submitted plat access and an agreement with the developer for specific park space to be provided in the subdivision.

Old Business: None

Comprehensive Plan:

The following chapters will be reviewed in the coming months: Chapter 3, Transportation, Chapter 5, Housing and Chapter 1, Issues & Opportunities. The Commission planned a Workshop for May 4, 2015 at 6:30pm. Mr. Wolff and Mr. Sauer asked the Commission to take photos if they are out and about in the Town.

Staff Report:

a. Future agenda items include a preliminary plat review, sign code regarding billboards and the Comprehensive Plan update.
b. The Town Board had public hearings on the three conditional use permits from March and approved the Wall CSM. They are having a second reading of the Institutional zoning code change in May.

Communications: The Commission was recognized at the 2015 Volunteer Recognition Event. Mark Handeland and Mark Chambers were presented with their plaques as they could not attend the event.

Renee Van Rossum made a motion to adjourn at 8:52pm. Taurino Garcia seconded the motion. Motion carried.

Minutes prepared and signed on April 16, 2015 by

Renae Peters

Renae Peters
Recording Secretary