

Minutes

Town of Ledgerview Zoning & Planning Commission

July 15, 2015

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

Park and Recreation Committee Members: Larry Sidman, Jason Shanda and Nicole Van Helden

Support Staff Present: Dustin Wolff and Mark Sauer (Town Planners), Sarah Burdette (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. Rebecca Afshar seconded the motion. Motion carried.

Minutes: Mark Handeland made a motion to approve the June 10, 2015 minutes as written. Taurino Garcia seconded the motion. Renee Van Rossum abstained from the vote due to absence. Motion carried.

Public Hearings: None

Old Business:

- a. Sarah Burdette gave a brief explanation that the Town Board asked for additional review of the preliminary plat of The Crossing at Dollar Creek after Mr. Radue had an issue with dedicating the environmentally sensitive area (ESA) along the northern edge of the parcel to the Town as was being recommended by the Commission. A working group meeting was held including members from the Commission and the Park Committee, along with Ms. Burdette, Mr. Brosteau (Town Engineer) and Mr. Radue with the recommendation that the full Commission, with the input of the Park Committee, review the plat and consider revising another recommendation to the Town Board. Mark Pansier (Public Works Operator) and Mr. Brosteau went to the ESA and took photos to illustrate the natural beauty and difficult terrain. Public access to the ESA would only be

from the south side as the north side is privately owned by Peso Place residents. The Commission, Park Committee, Ms. Burdette, Mr. Wolff and Mr. Radue discussed what the Town would use the ESA for if it required the entire area to be dedicated. Mr. Radue argued that he couldn't sell lots if they didn't include the ESA as private property and the Commission and Park Committee felt that the ESA should be protected from any development. All parties discussed possible solutions. There will be a future joint meeting between the Commission, Park Committee and Town Board to create a plan and map where future park and land dedication would be required for future developments. **Rebecca Afshar made a motion to recommend approval of the revised preliminary plat of The Crossing at Dollar Creek with the following conditions:**

1. **That Outlot 1 of Peso Place Estates be dedicated to the Town to provide a scenic outlook. This would connect to existing Town owned property.**
2. **That future pedestrian access be provided through Outlot 2 to the west as Phase 2 of the development proceeds.**
3. **That a conservation easement in the ESA be dedicated to the Town on Lots 26-31 and 40.**

Renee Van Rossum seconded the motion. Tenor, Handeland, Garcia, Afshar, Van Rossum and Lamers- aye, Chambers- nae. Motion carried.

Nedd Niedermeyer joined the meeting at 7:10pm. Sarah Burdette exited the meeting at 7:12 pm.

New Business:

- a. The Commission reviewed the request by Brian Peot of Bay Surveying, LLC, agent for Joseph and Theresa Lotto, owner, for an Area Development Plan (ADP) for parcels D-141-1 and D-152-1 located on the corner of Glenmore and Mayline Roads. The current driveway will become Lotto Lane and end in a cul-de-sac due to a steep ravine behind the existing house. All other lots will have access from Glenmore Rd. with access from Mayline Rd. prohibited. All new lots are included in the sewer service area. No road construction is required at this time. The lot farthest to the southwest is land-locked and unbuildable. Mr. Lotto stated that his intended use of the property far into the future is agricultural. **Mark Handeland made a motion to recommend approval the ADP for parcels D-141-1 and D-152-1. Jane made a motion to amend Mr. Handeland's motion to include a statement the preservation of environmentally sensitive areas must be looked at in greater detail. Rebecca Afshar seconded the motion to amend. Motion carried. Taurino Garcia seconded the amended motion. Motion carried.**
- b. The Commission reviewed the request by Brian Peot of Bay Surveying, LLC, agent for Joseph and Theresa Lotto, owner, for a Certified Survey Map (CSM) to create two lots from parcels D-141-1 and D-152-1 located on the corner of Glenmore and Mayline Roads. The entire property is zoned A-2 Agriculture. Lot 1 consists of the existing house on 1.59 acres and Lot 2 includes the existing accessory building and 7.44 acres. Because the accessory building will be used for agricultural purposes, a primary

structure is not required in this zoning. If the use of Lot 2 develops into residential, a primary structure will be required. Findings of Fact: All lot width, area, access and dedication requirements are met. A technical correction showing building setbacks must be illustrated on the CSM before approval. **Mark Handeland made a motion to recommend approval of Resolution ZPC 011-2015 approving the CSM for D-141-1 and D-152-1 creating Lots 1 and 2. Renee Van Rossum seconded the motion. Motion carried.**

- c. The Commission reviewed a request by Brent Veaser of Toonen Companies for a sign on parcel D-50-4 located at Fountain Park Apartments, Silverstone Ct. The existing sign was removed during construction of new buildings. Toonen Co. wants to put the old sign back up with new masonry pillars. The request meets all code requirements. **Renee Van Rossum made a motion to recommend approval of the request for a sign at Fountain Park Apartments, Silverstone Ct., D-50-4. Mark Chambers seconded the motion. Motion carried.**
- d. The Commission reviewed the results of the Highway Sign Visual Preference Survey taken at the June meeting. The sign code amendment would include language for signs with Interstate 43 road frontage only and criteria determined by building square footage and/or building façade size. Mr. Wolff stated that new code language would be reviewed in September. **Renee Van Rossum made a motion to table the code amendment regarding Chapter 79, Business Park signs until September. Rebecca Afshar seconded the motion. Motion carried.**

Chet Lamers exited the meeting at 8:03pm.

Comprehensive Plan Update:

The Commission continued to discuss Chapter 4, Economic Development. Mr. Sauer added language focusing on commercial development, business park plan, strategic planning, conservation area identification and sustainability. Chapter 8, Intergovernmental Cooperation will be discussed at the August meeting.

Staff Report:

- a. Future agenda items include a Redbird BP sign change and comprehensive plan work.
- b. The Town Board approved the code amendment regarding billboards, the vacation of Honey Locust and the construction of a gate across the former Honey Locust.

Communications:

Mark Handeland told the Commission that the Brown County Planning meeting for this month had been canceled but that he had viewed a webinar on Farmland Preservation. He informed the Commission that some municipalities made the zoning an overlay rather than a stand-alone zone and one had a formula for allowing homes within the zone. Ms. Peters gave an update on the number of lots sold in Belle Isle Meadows and asked for the

Commission's opinion on a letter from Mark Roberts regarding tarps on trailers parked in residential back yards. The Commission did not feel any action is needed.

Rebecca Afshar made a motion to adjourn at 9:03pm. Renee Van Rossum seconded the motion. Motion carried.

Minutes prepared and signed on July 16, 2015 by:

A handwritten signature in black ink that reads "Renae Peters". The signature is written in a cursive style with a large, looped initial "R".

Renae Peters
Recording Secretary