

Minutes

Town of Ledgeview Zoning & Planning Commission

January 13, 2016

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

Support Staff Present: Dustin Wolff (Town Planner) and Renae Peters (Recording Secretary)

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

Approve/ Amend Agenda: Staff requested item 7a be moved before item 6a. Jane Tenor made a motion to amend the agenda for the above request. Mark Handeland seconded the motion. Motion carried.

Minutes: Renee Van Rossum made a motion to approve the December 16, 2015 minutes as written. Mark Handeland seconded the motion. All aye with Nedd Niedermeyer abstaining to vote.

Public Hearings: None

New Business:

- a. The Commission reviewed the request by Tom Ferry of Central States Tower, agent for Tim Halbrook, property owner, for a site plan for a telecommunications tower located at 3681 Monroe Rd., parcel D-361-5. The new 125 foot tower can accommodate 4 users. A tower located on Dickinson Rd west of Willems is at capacity and could possibly be removed. State regulations have recently changed severely limiting the Town's ability to regulate location, height or landscaping of new towers. The proposed tower is compliant with the state's regulations. A chain link fence with razor wire will surround the area with an arbor vitae planted to screen the fence. **Mark Handeland made a motion to recommend approval of the telecommunications tower. Taurino Garcia seconded the motion. 5 aye, 1 nae. Motion carried.**

Old Business:

- a. The Commission reviewed a conceptual subdivision plat for parcel D-395, located at Heritage and Cottonwood Rds, requested by Keith Garot. The plat includes

- single-, duplex and multi-family residential, stormwater ponds, parkland and conservancy areas which is consistent with the Comprehensive Plan. The plat shows four phases of development with two access points from Cottonwood and two from the future CTH GV corridor. Three stormwater ponds would service the plat. The Commission was concerned that the construction of Phase one would only have one access point from Cottonwood and that residents would have to share the road with numerous construction vehicles. The second Cottonwood access is not scheduled to be constructed until Phase four. Mr. Garot proposed a construction only driveway at the site of the second Cottonwood exit as a solution to the issue. The Commission discussed if/ when Cottonwood would be reconstructed to allow for heavier traffic and if the adjacent farm property owner had been notified to the proposed changes. **No action was taken.**
- b. The Commission continued the review of the CORP Park Plan. Language on snowmobile and cross country ski trails had been added. Items discussed include the future parks map, payment in lieu of parkland, bike/ pedestrian map, easement ownership, and recommendations for action items. The Commission asked if park connectivity could be accelerated. The plan does address this action item and grants the various committees and boards the ability to prioritize. The Commission would like to commend the Park Committee on a job well done. A public hearing for the plan will be held by the Commission in February.
 - c. The Commission discussed a possible code amendment change to Chapter 135 regarding setback requirements for accessory buildings. Building on discussion from December, Mr. Wolff extended the chart showing a size percentage of accessory building based on lot size. The Commission decided 2% was the most useful, putting a 4000 sq. ft. limit on accessory building size. The Commission moved on to discussing location of the buildings in relation to the primary structure's front yard viewshed. The Town has numerous odd-shaped lots, making the wording for an amendment difficult. Mr. Wolff stated that graphics would be added to illustrate the desired placement of accessory buildings forward of the primary structure's front line. **No action was taken.**
 - d. **Jane Tenor made a motion to table the discussion of a code amendment regarding Chapter 135, A-2 Agriculture. Nedd Niedermeyer seconded the motion. Motion carried.**
 - e. The Commission discussed the code amendment for Chapter 79, Signs, regarding the square footage of the display area for menu boards. The amendment does not affect square footage of the cabinet. After reviewing picture examples of current menu boards of popular fast food restaurants, the Commission decided on 42 square feet. **Nedd Niedermeyer made a motion to recommend changing the square footage of menu board display areas to 42. Mark Handeland seconded the motion. Motion carried.**

New Business:

- b. **Mark Handeland made a motion to table the site plan for multi-family residential units located on Glenmore Rd. Renee Van Rossum seconded the motion. Motion carried.**
- c. The Commission reviewed the Official Zoning Map for its annual approval. Only two changes were made in 2015. **Renee Van Rossum made a motion to recommend approving ZPC resolution 01-2016, adopting the 2016 Official Zoning Map. Nedd Niedermeyer seconded the motion. Motion carried.**
- d. The Commission considered the request by staff to possibly change the name of Dollar Lane. The purpose of the change is to avoid confusion with the adjacent Dollar Road. All property owners will be notified and spoken with before any change. The Commission agreed a change would be appropriate. **No action was taken.**

Comprehensive Plan Issues/ Implementation:

- a. Mr. Wolff presented the Commission with two maps, each showing the Town broken into four districts regarding the single to mutli- family unit ratio. Each district would be subject to its own ratio. Both show districts in the east consisting of east of Glenmore Rd to the east border and Bower Creek Rd to Glenmore Rd. Schedule A shows the other two districts as north of CTH X and south of CTH X including the Fox River Area. Schedule B show the western districts as CTH GV to Bower Creek Rd. and CTH GV to the west border. The Commission agreed either of these choices would work. Mr. Wolff will calculate the ratios for all districts and return with the information at the February meeting. The Commission was concerned the Town will have too many apartment units in one area, but owner occupied condos are also an option.

Staff Report:

- a. The Town Board had a minor question about the Chapter 79, I-43 frontage sign amendment. Staff solved the issue. The Chapters 36 and 90 code amendments will have their third reading in January.
- b. Future Agenda Items include the Cottonwood rezone and preliminary plat, park plan public hearing and the review of the accessory building code amendment.

Communications: None

Renee Van Rossum made a motion to adjourn at 8:47pm. Chet Lamers seconded the motion. Motion carried.

Minutes prepared and signed on January 14, 2016 by:



Renae Peters