

The Ledgeview Town Board held a meeting on **Monday, March 7, 2016, at 6:00 p.m.** at the Municipal Building located at 3700 Dickinson Road, De Pere, WI 54115.

A. CALL TO ORDER

The meeting was called to order by Chairman Danen at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all in attendance.

C. ROLL CALL

Members present were Chairman Philip J. Danen, Supervisors Andy Schlag, Renee Van Rossum, Ken Geurts, and Cullen Peltier.

Staff present were Clerk/Administrator Sarah Burdette, Treasurer Luann Pansier, Engineer Scott Brosteau, Planner Dustin Wolff and Deputy Clerk Charlotte Nelson.

D. AGENDA APPROVAL

Danen explained the audit presentation wasn't ready for this evening's meeting, and requests that it be removed from the agenda. MOTION by Schlag/Van Rossum to approve the agenda with the removal of the audit presentation. No further discussion. Motion carried in a voice vote, 5-0.

CONSENT AGENDA

1. Regular Board Meeting Minutes:
 - a. February 15, 2016 Meeting Minutes.
 - b. September 1, 2015 Meeting Minutes.
2. Routine Reports: None.
3. Committee/Commission Reports: None.
4. Operator's Licenses:
 - a. February 15, 2016 through February 29, 2016.
5. Other Committee minutes. Accept and place on file:
6. Pay Requests:
 - a. Jossart Brother Pay Request #4, Contract D-2015 for \$297,132.33.

All items listed under "Consent Agenda" are considered to be routine and non-controversial by the Town Board and will be approved by one motion. There will be no separate discussion. If discussion is desired by members, that item will be removed from the consent agenda and discussed separately immediately after consent agenda is approved.

MOTION by Geurts/Peltier to approve the Consent Agenda. No further discussion. Motion carried in a voice vote, 5-0.

PUBLIC COMMENT:

Jeanne Bonacci, 3800 Dickinson Road – Ms. Bonacci was having trouble finding the agenda on the website. She was shown several locations where to find the agenda.

PRESENTATION:

1. **2015 Audit Report by Schenk, S. C.**

Approved at the April 4, 2016 Town Board Meeting.

Removed from the agenda. See Agenda Approval above.

PUBLIC HEARING MEETING:

- 1. On the request by Steve Bieda of Mau & Assoc., agent for Zelten Family Limited Partnership, owner, for a rezone of parcel D-395, located near Heritage Road and Cottonwood Lane, from A-2 Agriculture to R-1 Residential, R-2 Residential, and R-3 Multi-Family. The Town Board may discuss and act on the re-zone after the public hearing.**

The public hearing was opened by Chairman Danen at 6:06 p.m.

Mary Van Straten, 4427 Cottonwood Lane – Ms. Van Straten stated that she didn't receive a notice of the public hearing. Public hearing notices were sent out according to the requirements of the statutes. She was also concerned with the extension of the water and sewer system. Staff explained the assessment process and that the extension is included as part of the Comprehensive Plan. The Sanitary District Commission also reviews the expansion of the water and sewer system prior to any development occurring. Ms. Van Straten would like the developer pay for the expansion since they are asking for it. The expansion also adds value to the existing property should it be sold in the future. Payment for the development of the roads and stormwater management ponds were discussed; staff explained the development process of each.

Jim Becker, 2022 Heritage Road - Mr. Becker questioned what assessment was going to be added onto his property. Staff explained that expansion of the water and sewer would run down Cottonwood to serve Heritage Heights subdivision. Consequently, those homes in the property area would benefit from the expansion and would be assessed accordingly. The assessment process was explained by staff. Staff explained that TRIP funds could be used for the costs of the road improvements. Mr. Becker is also concerned that there is only one in and out of the proposed subdivision with no exist on Heritage Road. There was also discussion regarding who pays for the development of the park. Staff explained that impact fees are in place for the park development.

Steve Zelton, 2100 Heritage Road – Questioned the difference between the development on Dollar Road vs. the proposed development on Heritage and Cottonwood. Staff explained there isn't any difference. Mr. Zelton believes there is enough development in the town, and more isn't necessary. Property owners bring forth development project; the town doesn't search out projects.

Tim Drewiske, 2224 Heritage Road – Doesn't care for the sewer and water expansion, and echoed previous statements that the developer should pay for it. Staff explained that after the preliminary plat is approved, a developer's agreement is drafted which requires board approval. However, it is the Sanitary District's policy that once the expansion is in place, home owners have a year to hook up to sewer and water. Mr. Drewiske is also concerned with contract zoning. Staff explained this is not contract zoning, the Comprehensive Plan calls for development in this area, and the property owners have come forth to the town requesting that development occur.

Bruce Van Straten, 4427 Cottonwood Lane – Doesn't agree with the assessment to the existing property owners, and is concerned with about the increase in traffic. Mr. Van Straten told the board that he moved to Cottonwood to get away from the traffic on Heritage Road, specifically for backing in his trailer.

Kurt Klitsch, 2524 Heritage Road – Purchased the schoolhouse as in investment business and welcomes the development. He would like to eventually rezone the schoolhouse for a small neighborhood business.

Ray Bildings, 5020 Sportsman Drive – Is concerned with the unknown product of the multifamily units. Staff explained the development process and the role of the Zoning & Planning Commission and Town Board in the approval process.

General discussion was had on the extension of CTH GV to the south and how it would affect this development. The location of the Southern Bridge was also discussed.

Jeanne Bonacci, 3800 Dickinson Road – Now that the residents know the assessment process, they can follow the progress through the assessment process.

John Fiddelke, 3800 Dickinson Road – Requests that the preliminary plat be posted on the website for residents to see prior to the board meeting where action is taking place. Staff advised that a copy of the preliminary plat was included with the public hearing notice that was sent.

It should be noted that an e-mail was received from Mark Handeland regarding this rezone and will be made part of the record.

After three calls for anymore comments, none were heard. The public hearing was closed at 6:43 p.m.

Clarification was given that the public hearing was on the rezoning of the property only, not the preliminary plat. Board had discussions that the required criteria for the rezone was met. MOTION by Schlag/Van Rossum to approve the rezone of parcel D-395, located near Heritage Road and Cottonwood Lane. No further discussion. Motion carried in a voice vote, 5-0.

ZONING AND PLANNING COMMISSION ITEMS:

- 1. Recommendation from Zoning & Planning on the request from Keith Garot of Landmark Real Estate, agent for Zelten Family Limited Partnership, owner, for a preliminary subdivision plat for Heritage Heights located on parcel D-395, Heritage & Cottonwood.**

Much discussion as had on the preliminary plat or Heritage Heights. The following were there board's concerns:

- Dedication of right of way was not indicated on the plat map, specific as to the future road connections. This would be indicated on the final plat when more of the connections are known.
- Cottonwood traffic increase and speed limit.
- The ratio of single family to multifamily throughout the town. Zoning & Planning also had concerns with the quality of multifamily structures and is continuing to research that element.
- One way in and out was a concern.
- Concern for neighboring property owners, whether they had concerns with the plat.

Due to the concerns, the board felt they weren't ready to make a decision on the preplat. MOTION by Peltier/Danen to table for more information. No further discussion. Motion carried in a voice vote, 5-0.

COMMUNICATIONS:

- 1. 2017 Municipal Maintenance Agreement between Town of Ledgeview and Brown County Public Works Department for winter maintenance and other general (summer) maintenance services.**

The board received the annual agreement sent by Brown County Public Works in an effort to recruit work for the 2017 calendar year. There was discussion on costs of signing on with the county. No action taken.

OLD BUSINESS:

- 1. Recommendation to submit a Request for Proposals (RFP) for professional planning services related to a Dickinson Road/Monroe Road Corridor Retail Market Feasibility Study.**

Follow up to the February 15th meeting, more information was searched regarding a Market Analysis to provide market research and analysis, develop a site prioritization plan and related implantation in order to create a marketing plan to assist with development of the TID. Discussion ensued in that there is no harm

Approved at the April 4, 2016 Town Board Meeting.

in finding out what a vendor is willing to offer the town for a feasibility study. MOTION by Schlag/Geurts to approve the Request for Proposal for a Retail Market Feasibility Study on the Dickinson Road/Monroe Road Corridor. No further discussion. Motion carried in a voice vote, 5-0.

NEW BUSINESS:

1. Recommendation from Zoning & Planning to reappoint Mark Handeland to serve on the Brown County Planning Commission Board of Directors for a three-year term.

Appointment term is about to expire for the Brown County Planning Commission Board of Directors. Mr. Handeland has expressed interest in continuing to serve. MOTION by Schlag/Geurts to approve the appointment. No further discussion. Motion carried in a voice vote, 5-0.

ORDINANCES:

1. First Reading

a. 2016-005 to Amend Chapter 71, Park and Recreation Facilities, Activities, Programs and Personnel Regulations allowing leashed domesticated dogs in parks and on recreational trails.

Recommendation from the Park & Recreation Committee to allow for domesticated dogs in parks and on trail as long as they are on a leash that does not exceed 8 feet in length. Discussion ensued regarding the enforceability of the leash requirement. The board decided to remove the leash requirement. Move forward to the second reading with changes.

REPORTS:

Clerk/Administrator:

- Staff is looking at a facilities study that was completed a few years back, and will bring it forward to the board at a future meeting.
- Staff is continuing to work on the recommendations from the Public Works Study.
- Reminder that board meets on March 24th regarding the Strategic Plan Update with Allyson Watson.
- There is a meeting next week with Brown County regarding the Southern Bridge.
- Seasonal weight limits were put in place this past week.
- Parks Committee is working on implementation of the new Park Plan and will be creating additional volunteer committees to help with various projects throughout the town.

Planner:

- Working with Zoning & Planning Commission on accessory building code amendment.
- Working with Zoning & Planning Commission on the recommended implantations programs and actions in the Comprehensive Plan.

Engineer:

- Working on the Developer's Agreement to Heritage Heights Subdivision.

Treasurer:

- Will have an updated Cash Flow Report after the journal entries are completed.

Code Enforcement:

- Memo was received from the Code Enforcement Officer regarding possible ordinance amendments on Dog License Fees and storage of semi-trailers in B-2 zoning.

APPROVAL OF THE VOUCHERS:

Approved at the April 4, 2016 Town Board Meeting.

MOTION by Geurts/Van Rossom to approve the vouchers. No further discussion. Motion carried in a voice vote, 5-0.

ADJOURNMENT:

MOTION by Danen/Van Rossum to adjourn. No further discussion. Motion carried in a voice vote, 5-0. Meeting adjourned at 8:16 p.m.

Charlotte K. Nelson, Deputy Clerk
Town of Ledgeview, Brown County, WI