

Minutes

Town of Ledgeview Zoning & Planning Commission

February 10, 2016

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

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 proposed to move items under 7. New Business to before 6. Old Business. Jane Tenor made a motion. Chet Lamers seconded the motion. Motion carried.

Minutes: Renee Van Rossum made a motion to accept the January 13, 2016 minutes as written. Mark Handeland seconded the motion. Motion carried.

Public Hearings: **Jane Tenor opened the public hearing regarding the proposed Comprehensive Outdoor Recreation Plan 2015-2020 for public comment at 6:01pm. A call to speak was announced three times. No comments were made. Jane Tenor closed the public hearing for comments at 6:03pm.**

New Business:

- a. The Commission reviewed the request from Mark Gehin of Domino's, agent for David Bailey, property owner, for sign changes located at 1850 Redbird Cr. Commission approval is not required to replace the Domino's sign insert located on the freestanding sign located on Dickinson Rd. Town code does not allow for multiple façade signs so the west facing sign will only have the plastic replaced making it a legal, non-conforming sign. The north facing sign meets Town code requirements for size and placement. In 2015, the Commission approved changes to the freestanding sign with a condition that a raised bed of landscaping be installed at the base. The Town will not allow permits for the wall signs until this condition is met. Since the weather will not allow plantings for a few months yet, the Town has accepted a signed contract receipt (with money down) between David Bailey and Willems Landscape to allow permits to be issued. **Mark**

Handeland made a motion to recommend approval of the Domino's insert and wall sign changes with the conditions that only the plastic be changed on the west facing sign and the signed contract for landscaping the freestanding sign is acceptable. Renee Van Rossum seconded the motion. Motion carried.

- b. The Commission reviewed the request by Steve Bieda of Mau & Assoc., agent for Keith Garot, for a rezone of parcel D-395, located near Cottonwood Ln and Heritage Rd. from A-2 Agriculture to a mix of R-1 Residential, R-2 Residential and R-3 Multi-Family. Findings of fact include suitability with the surrounding areas due the nearness of public utilities, a trend in the area of converting farmland into residential and consistency with the Town's Comprehensive Plan. If approved, the issue would be brought to a public hearing at the Town Board level. Mr. Handeland questioned the compatibility of residential traffic to the existing farm use on Cottonwood Ln., how the R-3 zoning change would affect the single to multi-family ratio being worked on by the Commission and how the future of the GV corridor would affect access for the R-3 zoning. The Commission discussed how the relationship between residential and farm traffic can be difficult, noting that there will be two access points from the plat onto Cottonwood. It was also noted that Cottonwood Ln. will be upgraded to an urban road in 2018 and decisions about the GV corridor are moving forward. The residential ratio would not affect this particular rezone request as it is not in place yet. **Renee Van Rossum made a motion to recommend approval of ZPC Resolution 03-2016 recommending rezoning parcel D-395 from A-2 Agriculture to R-1, R-2 and R-3 residential districts. Jane Tenor seconded the motion. Tenor, Van Rossum, Lamers and Chambers- aye, Handeland- nae. Motion carried.**
- c. The Commission reviewed the request by Steve Bieda of Mau & Assoc., agent for Keith Garot, for a preliminary plat review of the Heritage Heights subdivision. The subdivision includes 117 lots of single-, double- and multi-family residential, as well as outlots for stormwater, environmentally sensitive areas, and a 2-acre neighborhood park. The plat meets code requirements for lot size in each district, setbacks, access points, sidewalk, park and stormwater regulations. Minor technical issues include Lot 19, 28, 57-59 and 64 lot width, CTH GV road dedication notation, Phase 2 & 4 wetland delineation and Cottonwood Ln sidewalk notation. **Mark Handeland made a motion to open the meeting to public comment at 6:58 pm. Chet Lamers seconded the motion. Motion carried.** There was no public comment. **Jane Tenor made a motion to close the meeting for public comment at 6:59 pm. Renee Van Rossum seconded the meeting. Motion carried.** The Commission discussed whether to approve the plat excluding the R-3 Multi-Family portion and whether to add Phase 2 and 4 to the resolution, approving the plat with the condition that the wetland delineation be completed as soon as possible. **Chet Lamers made a motion amend ZPC Resolution 04-2016 recommending approval of the preliminary plat for Heritage Heights subdivision with the amendment including Phases 2 and 4. Mark Chambers seconded the motion. Motion carried.**

Old Business:

- a. The Commission reviewed the Comprehensive Outdoor Recreation Plan 2015-2020. The Park Committee has spent a year updating the existing plan and it aligns with the newly adopted Comprehensive Plan. **Renee Van Rossum made a motion to open the meeting for public comment at 7:16 pm. Jane Tenor seconded the motion. Motion carried.** Mark and Linda Lorgner, 3363 Dickinson Rd., asked about the proposed park on the corner of Dollar Rd and Dollar Ln. They are concerned about the size, type and location of the planned park and are concerned about the public trespassing on their private property. In lieu of parkland in The Crossing at Dollar Creek subdivision, the Park Committee asked the developer to set aside parkland on the south side of Dollar Rd. He agreed. It was explained to the Lorgner's that all subdivisions are required to set aside parkland or pay a fee. The CORP park plan just highlights areas where a park would be a good fit. **Renee Van Rossum made a motion to close the meeting for public comment. Jane Tenor seconded the motion. Motion carried.** The Commission complimented the Park Committee on the great job done and their dedication. The Commission discussed having joint meetings with the Committee, the need for connectivity and positive impact parks have on property values. **Mark Handeland made a motion to approve ZPC Resolution 02-2016 recommending approval of the Comprehensive Outdoor Recreation Plan 2015-2020. Chet Lamers seconded the motion. Motion carried.**
- b. The Commission continued the review of the code amendment for Chapter 135-11 Accessory Building setbacks. The Commission has already agreed that each parcel would be allowed a small shed of less than 100 sq. ft. and that on lots of 1 ½ acres or more, an accessory building of 2% of the total parcel area would be allowed up to 4000 sq. ft. The Commission then discussed location of the accessory buildings with points including front viewshed and leading edge definitions. Illustrations will be included in the amendment for clarity. Staff will work on amendment verbage for review at the March meeting. No action was taken.
- c. A-2 Agriculture zoning code amendment: staff asked the Commission to think about future land divisions, lot size and types of uses to be allowed in this district for review at the March meeting. No action was taken.

Comprehensive Plan Implementation:

The Commission reviewed the current single- to multi-family ratios, focusing on the zones in the western end of the Town for Schedule A and B. They discussed that multi-family development quality will be dictated by Town code and they might be more concerned with quality than quantity. The Commission wants to consider both the ratio and code when making decisions on multi-family developments. The Commission will review information about further sub-zones, building types and actual developments at the March meeting.

Staff Report:

- a. Town Board decisions: The Town Board approved the telecommunications tower site plan, sign code amendment for menu boards and the Official Map.
- b. There are no agenda items pending for the March meeting other than items mentioned above.

Communications:

Mark Handeland gave an overview of the most recent Brown County Planning meeting. Items discussed included AG-FP maps and zoning, trail systems and GV corridor.

Renee Van Rossum made a motion to adjourn at 9:07 pm. Chet seconded the motion. Motion carried.

Signed + prepared on February 11, 2016 by:

Renee Peters

Renee Peters

Recording Secretary