

Minutes

Town of Ledgeview Zoning & Planning Commission

March 16, 2016

Members Present: Chairperson Jane Tenor, Vice Chairperson Mark Handeland, Renee Van Rossum, Chet Lamers & Mark Chambers. Taurino Garcia, Rebecca Afshar and Nedd Niedermeyer 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: Renee Van Rossum Made a motion to approve the agenda as posted. Chet Lamers seconded the motion. Motion carried.

Minutes: Mark Handeland made a motion to approve the February 10, 2016 minutes as written. Renee Van Rossum seconded the motion. Motion carried.

Public Hearings: None

New Business:

- a. The Commission reviewed the request by Mark Schleitwiler of Bel Gioioso Cheese to rezone the northern portion of parcel D-328 and all of parcel D-324-1 from A-2 Agriculture to LI Light Industrial. The rezone is to accommodate a proposed cheese plant building addition. Findings of fact include suitability of the rezone with the surrounding properties with a trend of development from agricultural lands to industrial uses. The rezone request is also consistent with the Town's Comprehensive Plan. **Mark Handeland made a motion to recommend approval of ZPC Resolution 04-2016 to rezone parcels D-324-1 and D-328 from A-2 Agriculture to LI Light Industrial. Chet Lamers seconded the motion. Motion carried.**
- b. The Commission reviewed the request by Mark Schleitwiler of Bel Gioioso Cheese for a Certified Survey Map (CSM) to consolidate parcels D-324-1 and D-328. Lot width and area, and access and right-of-way requirements have been met. A 12 foot utility easement along CTH R must be illustrated. Also, the existing residence located on parcel D-324-1 will become a legal, non-conforming structure. Future additions or renovations will be limited but there is no requirement to raze the house at this time. **Renee Van Rossum made a motion to recommend approval**

of ZPC Resolution 05-2016 for a CSM consolidating parcels D-324-1 and D-328. Mark Handeland seconded the motion. Motion carried.

- c. The Commission reviewed the request by Mark Schleitwiler of Bel Gioioso Cheese for a site plan for a building addition located at 4200 Main St., parcel D-328. The site plan consists of a 130,000 sq. ft. addition to the north end of the existing cheese plant, parking areas, and driveway access to CTH R/ Main St. The driveway has been approved by Brown County. The addition will be constructed in two phases with materials to match the existing building. All lot, setback, access and parking requirements have been met. There are minor changes to the landscape, lighting and stormwater requirements. Again, the residence will become a legal, non-conforming structure. **Mark Handeland made a motion to recommend approval of the site plan for a building addition located at Bel Gioioso Cheese, 4200 Main St. Renee Van Rossum seconded the motion. Motion carried.**

Old Business:

- a. The Commission reviewed a code amendment for Chapter 135-11, Accessory Structures. The amendment included adding definitions for garden shed, residential accessory building and residential viewshed. The amendment also included language concerning building and use restrictions, a table describing parcel size and building square footage and location. The amendment should provide guidance for a majority of the parcels in the Town. Building height and material requirements will not be changed. The amendment would require a public hearing at the Town Board level. **Chet Lamers made a motion to recommend a code amendment to Chapter 135-11, Accessory Structures. Mark Handeland seconded the motion. Motion carried.**
- b. The Commission reviewed a code amendment for Chapter 135-91 A-2 Agriculture zoning. The purpose of the amendment would be to make farming operations more available to farmers and less consistent with RR Rural Residential zoning requirements. A proposed lot size increase to ten acres would apply to all new platting with other smaller lots grandfathered in as legal, non-conforming. **Mark Handeland made a motion to open the meeting for public comment at 6:40pm. Renee Van Rossum seconded the motion. Motion carried.** Lynn Lindgren, 3678 Half Crown Run, is interested in starting a small artisan cheese processing business. Current code doesn't allow for the processing of dairy products. Ms. Lindgren asked for clarification of the current code regarding processing. She has found a piece of property and would like to know if her business would be allowed. The Commission responded that they would be in favor of dairy product processing but that the amendment language must address the division of future lots for residential use only. Ms. Lindgren asked if she would be allowed to sell her cheese on the property if the amendment were passed and the Commission agreed she could. **Mark Handeland made a motion to close the meeting for public comment at 6:54pm. Renee Van Rossum seconded the motion. Motion carried.** Staff will provide further language regarding the subdivision of agriculture property at the April meeting. **Jane Tenor made a motion to table the**

discussion of a code amendment for Chapter 135, A-2 Zoning until the April meeting. Mark Handeland seconded the motion. Motion carried.

Comprehensive Plan Implementation:

The Commission discussed multi-family design guidelines with the help of examples provided by Mr. Wolff. He asked the Commission to focus on quality of the buildings rather than get stuck on a town-wide ratio. After review, the Commission agreed they would like to see multi-family development with internal driveways and parking, prominent porches and no "cookie cutter" type buildings. Town code must specify the requirements the Town is looking for and the Commission may have to act as an architectural design review board. The Commission asked Mr. Wolff to provide examples of other municipality's building design regulations for review at the April meeting.

Staff Report:

- a. Town Board Action: The Town Board approved the sign changes for Domino's and the rezone request for parcel d-395 at Heritage and Cottonwood Rds. The Board tabled the review of the preliminary plat for Heritage Heights subdivision.
- b. Future Agenda Items: Agenda items include the Mc Donald's menu boards, Baylake Bank signs and a Heritage Elementary School addition.

Communications:

The Commission discussed the placement of bike and pedestrian lanes on county roads. The Commission also asked for a quarterly report showing relevant updates from public works projects.

Renee Van Rossum made a motion to adjourn at 8:07pm. Mark Chambers seconded the motion. Motion carried.

Minutes prepared and signed on March 17, 2016 by:



Renae Peters
Recording Secretary