

The Ledgeview Zoning & Planning Commission held a meeting on **Wednesday, January 10, 2018 at 6:00 p.m.** at the Municipal Building located at 3700 Dickinson Road, De Pere, WI 54115.

1. CALL TO ORDER

The meeting was called to order by Vice Chair Mark Handeland at 6:00 PM.

2. ROLL CALL

Members present were Vice-Chair Mark Handeland, Commissioners Chambers, Van Rossum, and Baran. Excused were Chair Jane Tenor, Commissioners Lamers and Garcia.

Staff present were Planner Dustin Wolff and Clerk Charlotte Nelson.

3. APPROVE/AMEND AGENDA

MOTION by Van Rossum/Chambers to approve the agenda as written. No further discussion. Motion carried in a voice vote, 4-0.

4. ACT ON MINUTES FROM DECEMBER 13, 2017

MOTION by Van Rossum/Baran to approve the minutes as written. No further discussion. Motion carried in a voice vote, 4-0.

5. PUBLIC HEARINGS: None.

6. NEW BUSINESS: None.

7. OLD BUSINESS:

a. REVIEW AND MAKE RECOMMENDATION ON THE PROPOSED CHANGES TO CHAPTER 135: ZONING

1. ARCHITECTURAL REQUIREMENTS/ALLOWABLE BUILDING MATERIALS.

Staff explained the limitations set forth with the current code, which consists of only five acceptable materials at a certain percentage of the building depending on the zoning of the parcel. This code was written with the intent to curb metal pole buildings which were going up in flux in some time ago. Standard industry materials have been vastly improved over time to the point where some of the unapproved materials should/could be considered acceptable in current times.

Discussion ensued regarding creating an all-inclusive list of acceptable materials which could be cumbersome and long, or to create a list of unacceptable materials leaving the approval of materials to staff and Zoning & Planning at Site Review. The later seemed to be the consensus.

There was also discussion on the percentage of allowed of acceptable materials. Current code is very specific on percentages of acceptable materials must be incorporated into a building. The Commission would like to see the percentage of acceptable materials used based on building use vs. zoning districts. There would be minimum and maximum requirements given to for a broader pallet of materials. The Commission was very clear that they want to let the architects design the building but give guidance as to the vision the Commission see in the area, much like the Multi-Family Guidelines. Staff will be working on preparation of draft Design Guidelines for commercial application. No action taken.

2. BEGIN DISCUSSION ON PERMITTED USES, ETC (REDUCE LISTING TO MORE GENERAL CATEGORIES OR MATRIX).

Approved at the February 14, 2018 Zoning & Planning Commission Meeting.

Approved at the February 20, 2018 Town Board Meeting.

Matrixes from several different municipalities were looked at and presented to The Commission. The Commission is onboard with the use of the matrix which would apply to Neighborhood Center Districts. The framework of the matrix document was explained, and category descriptions were reviewed. The matrix along with text language will show the general intended use of the land. Staff will continue to craft the matrix. No action taken.

3. CANOPY REGULATIONS.

Current code does not regulate gas station canopies. Therefore, staff is recommending that there be some regulations in place to provide a uniform standard for canopies across the towns. Issues discussed were:

- Lighting with zero light dispersion at the lot lines.
- Location & Separation, not allowing too many gas stations too close to one another
- Lot coverage
- Curb cut requirement, allowable 35% curb cut
- Maximum clearing heights
- Canopy height consistent with the building height
- Commercial vehicles prohibited
- Bollards or decorative stopping mechanism

Staff will continue to develop ordinance language for The Commission's review. No action taken.

4. OUTDOOR STORAGE IN COMMERCIAL DISTRICTS.

Current code has little restrictions on outdoor sales and displays. Examples were shown of both neat and tidy outdoor display areas, and some less desirable outdoor storage areas. Staff will continue to develop ordinance language for The Commission's review. No action taken.

8. DISCUSS WORK PLAN

This will be the topic of the Joint Zoning & Planning/Park & Recreation Committee Meeting scheduled for January 17th at 6:00 PM.

9. STAFF REPORT.

a. UPDATE ON FUTURE AGENDA ITEMS.

- Look for some future plats that have been submitted
- Ordinance review and updates as time allows

b. REVIEW TOWN BOARD DECISIONS.

- Working on approval of The Crossing at Dollar Creek Phase 2
- Approved the Gambini Plat.

10. COMMUNICATIONS BY COMMISSION MEMBERS.

- No Brown County Zoning & Planning Commission Meeting this month.
- Reminder of Joint Zoning & Planning/Park & Recreation Meeting scheduled for January 17, 2018 at 6:00 PM.

11. ADJOURN.

MOTION by Chambers/Van Rossum to adjourn. No further discussion. Motion carried in a voice vote, 4-0. Meeting adjourned at 7:45 PM.

Approved at the February 14, 2018 Zoning & Planning Commission Meeting.
Approved at the February 20, 2018 Town Board Meeting.

Respectfully submitted,

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