

The Ledgeview Zoning & Planning Commission held a meeting on **Wednesday, June 13, 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 Chairwoman Jane Tenor at 6:00 PM.

2. ROLL CALL

Members present were Chairwoman Jane Tenor, Vice-Chair Mark Handeland, Commissioners Chet Lamers, Mark Chambers, Renee Van Rossum, and Chris Baran. Commissioner Garcia was excused.

Staff present were Planner Dustin Wolff and Clerk Charlotte Nagel.

3. APPROVE/AMEND AGENDA

MOTION by Lamers/Van Rossum to approve the agenda as written. No further discussion. Motion carried in a voice vote, 6-0.

4. Act on Minutes from:

a. January 17, 2018 Joint Meeting Minutes

MOTION by Van Rossum/Baran to approve the minutes as written. No further discussion. Motion carried in a voice vote, 6-0.

b. April 11, 2018 Zoning & Planning Minutes

Motion by Tenor/Handeland to approve the minutes as written. No further discussion. Motion carried in a voice vote, 6-0.

c. May 16, 2018 Zoning & Planning Minutes

Motion by Tenor/Handeland to approve the minutes as written. No further discussion. Motion carried in a voice vote, 6-0.

5. PUBLIC HEARINGS: None.

6. NEW BUSINESS:

a. Review and make recommendation on the request from Kevin Kane for a Zoning Request Application on parcel D-256 located at 4151 Dickinson Road from A-2, Agricultural, to B-2 PDD, Business Planned Development District, to accommodate the highest and best use of future development.

Mr. Kane was in attendance at the meeting and presented his application to The Commission.

The petitioner is requesting to rezone the property from A-2, Agricultural District, to B-2 PDD, Business District Planned Development District. Not knowing exactly what he would like to develop on this piece of property, Mr. Kane explained properties around this area are zoned B-2 and would like his property to be zoned that as well for future development.

Staff explained that only 10 acres of the 15 acre parcel are specified for being B-2 in the Comprehensive Plan. The land also is not suitable for B-2 zoning due to lack of suitable public utilities to service the development and the land is not suited to connect to public utilities in the near future. The B-2 zoning district does not conform to the goals and the land use illustrated on the Future Land Use Map of the adopted Comprehensive Plan. For these reasons, the staff recommends denial of the rezone petition at this time.

There was discussion on a possibility of completing a Certified Survey Map to split off 10 acres for rezoning in the future.

MOTION by Handeland/Tenor to table this item until further paperwork is submitted to the Clerk. No further discussion. Motion carried in a voice vote, 6-0.

Approved at July 11, 2018 Zoning & Planning Meeting.

Approved at July 17, 2018 Town Board Meeting.

- b. Review and make recommendation on the request from Gregg Marweg of Steinmar Properties LLC, owner, for a Zoning Request Application on parcels D-1649, 395 Angels Touch Court, and D-1650, 389-391 Angels Touch Court, from R-1 Residential to B-1 Business to accommodate a Community Based Residential Facility (CBRF).**

In conversation with the petitioner, a Certified Survey Map is planned to be submitted in the near future. Therefore, the petitioner withdrew the request for a zoning change.

No action taken.

- c. Review and make recommendation on the request from Steve Bieda of Mau & Associates, agent for Eventyr Heights, LLP, for a Zoning Request Application on parcel D-209-1-1 located on Hawthorne Heights Drive from R-R, Rural Residential to PDD, Planned Development District to accommodate a condominium plat.**

Items C and D were talked about together as they coincide with each other.

Note that the petitioner was present at the meeting to address The Commission.

The petitioner is requesting to rezone the parcel from R-R Rural Residential to R-2/PDD Residential District with a Planned Development District overlay. The PDD is requested in order to develop a 14-unit condominium association, with the potential of two more properties. The proposal would include 5 townhouse units and four single units. Access would be provided by a shared private drive between this property and the potential future development of the Executive Course to the north. A temporary drive would serve as access until Executive Course develops.

Based on the “Findings of Fact”, staff’s opinion is that this proposal, as submitted, is not consistent with the adopted Town plans and codes. Additional information pertaining to Subsections A, B, C, D and F of §135-108 are needed, such as:

- Proposed lot coverage of buildings and structures
- Phasing plan and a map illustrating the phasing of construction
- Location of sanitary and storm sewer lines, water mains, fire hydrants and lighting
- General outline of intended organization structure related to the property owners’ association, deed restrictions and private provision of common services, if any
- Engineering design standards
- Preservation and maintenance of open space

There was much discussion on the preservation of the Niagara Escarpment Environmentally Sensitive Area and tree removal. Conservation of the escarpment is spelled out in both the adopted Comprehensive Plan and adopted Park & Open Space Plan as a top priority. Note that several neighbors submitted letters in opposition of the proposed development in regards to the conservation of the escarpment. The overall consensus of The Commission is that there are other development options for this parcel with conserving the natural beauty of the escarpment. The Commission encouraged the petitioner to come back with development options that conserve the escarpment and ESA area.

MOTION by Tenor/Handeland to table until the July meeting. No further discussion. Motion carried in a voice vote, 6-0.

- d. Review and make recommendation on the request from Steve Bieda of Mau & Associates, agent for Eventyr Heights, LLP, for a Preliminary Condominium Plat Review on parcel D-209-1-1 located on Hawthorne Heights Drive.**

Items C and D were talked about together as they coincide with each other. See discussion above.

MOTION by Tenor/Handeland to table until the July meeting. No further discussion. Motion carried in a voice vote, 6-0.

7. OLD BUSINESS:

a. Discussion and recommendation on the proposed changes to Chapter 135: Zoning relating to permitted uses, etc. (reduce listing to more general categories or a matrix).

This is a work in progress and staff will keep The Commission updated on the progress. However, the ordinance is not ready for action at this time. Status update given.

MOTION by Tenor/Handeland to table until next meeting. No further discussion. Motion carried in a voice vote, 6-0.

b. Discussion and recommendation on the proposed changes to Chapter 135: Zoning relating to parking for Recreational Vehicles (RVs), Trailers, Boats and related equipment.

There was discussion with the Code Enforcement Officer regarding the code for parking RVs, trailers, boats, and related equipment on the side and backyards of residential areas. The Commission advised the Code Enforcement Officer to craft an ordinance with the parameters of:

- No out of season storage parking
- Vehicles must be parked behind the front building setback
- Require a concrete pad for vehicles to be parked on
- Allow 72-hours to load/unload of vehicle

MOTION by Tenor/Baran to table until next meeting. No further discussion. Motion carried in a voice vote, 6-0.

c. Discussion and recommendation on the proposed changes to Chapter 79: Signs for Signage in the Parks and Recreational Lands.

There was discussion on allowing signs in parks and recreational lands to regulate time, place, and manner. Content can't be regulated but can be negotiated.

MOTION by Tenor/Baran to table this item until it is ready to come forward for action. No further discussion. Motion carried in a voice vote, 6-0.

8. 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.

- Ledgeview Farms LLC Conditional Use Permit

9. Communications by Commission Members.

- Handeland advised that Brown County Planning Meeting was canceled and another one isn't scheduled until September or October.
- Brown County released a Transportation Improvement Plan.

ADJOURN.

MOTION by Van Rossum/Tenor to adjourn. No further discussion. Motion carried in a voice vote, 6-0. Meeting adjourned at 8:00 PM.

Respectfully submitted,

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