

The Ledgeview Zoning & Planning Commission held a meeting on **Wednesday, December 12, 2018 at 6:00 p.m.** at the Ledgeview Community Center 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 Tenor, Vice Chairman Handeland, Commissioners Van Rossum, Garcia, Lamers, Chambers, and Baran.

Staff present were Planner Mark Sauer and Clerk Charlotte Nagel.

**3. APPROVE/AMEND AGENDA**

MOTION by Lamers/Garcia to approve agenda as written. No further discussion. Motion carried in a voice vote, 7-0.

**4. Act on Minutes from October 10, 2018.**

MOTION by Van Rossum/Baran to approve the minutes as written. No further discussion. Motion carried in a voice vote, 7-0.

**5. PUBLIC HEARINGS:** None.

**6. NEW BUSINESS:**

- a. Review and make recommendation on the request by Steve Bieda of Mau & Associates, agent for owner La Ree Runnoe of Creative Element Builders, LLC, for a Rezone Application on parcels part of D-197, D-198-2, D-209-1-1, and D-198, Hawthorne Heights Drive from RR-Rural Residential to PDD-Planned Development District for final condominium plat known as Augusta Hills.**

In September 2018, the Zoning & Planning Commission approved the rezone of these lands from R-R (Rural Residential) to R-1 (Residential) with PDD (Planned Development District) overlay for the development of 36 single-family residential condominium units and 8 zero lot-line units (44 total DU). At that time, preliminary plat approval was also granted with conditions. This request is for final plat approval. In October 2018, a Comprehensive Plan Future Land Use Map Amendment from Parks/Public Open Space to Single-Family was also approved for these parcels. A CSM was also conditionally approved in November 2018.

Overall, the proposed final plat is lacking some key issues that must be addressed. However, many of these can be done so at a staff level. It is staff's recommendation that the final plat be approved subject to the following:

1. Revise the "Unit Specifics" document per staff and ZPC comments, as guided by the narrative.
  - a. Clarify uses, permitted, accessory, conditional, and prohibited
  - b. Clarify building materials
2. Work with the Town Engineer to indicate all required utility easements on final plat or in separate documentation.
3. Revise the Condominium Plat to indicate "public" access allowed on main road and in 12 foot utility easement in center of development (too cross at Golf Course Club House/parking lot).
  - a. Provide detail on the trail access, specifically the type of surface.
4. Revise the condominium documents as recommended in the November staff report and provide to staff

Approved at the January 16, 2019 Zoning & Planning Meeting.

Approved at the January 22, 2019 Town Board Meeting.

for review and file prior to Certified Survey Map signature.

5. Revise the landscape plan to be more robust, providing screening in the form of deciduous and evergreen trees specifically along Dickinson Road.

There was much discussion on the landscaping trees. Although The Commission agree that more trees are needed than what the petitioner provided, there's consensus that it's not as much as staff is recommending. Therefore, The Commission would like the petitioner and the staff to work on a happy medium as far as the number of trees needed for the development as a whole.

MOTION by Handeland/Baran to approve with the recommended conditions, adding more language to make the trail access clear and for staff to work out the number of trees necessary to provide adequate landscaping for the development as a whole. No further discussion. Motion carried in a voice vote, 7-0.

**b. Review and make recommendation on the request by Steve Bieda of Mau & Associates, agent for owner La Ree Runnoe of Creative Element Builders, LLC, for a Rezone Application on parcels part of D-197, D-198-2, D-209-1-1, and D-198, Hawthorne Heights Drive from RR-Rural Residential to PDD-Planned Development District for final condominium plat known as Eventyr Heights.**

In August 2018, the ZPC approved the rezone of the subject property from R-R to R-1 with PDD for the development of a 17-unit condominium consisting of 13 single-family townhouse units and two "twindo" townhouse units (4 DU). This development is proposed in conjunction with Augusta Hills to the north, which is heard as a separate item.

Overall, the proposed final plat is lacking some key issues that must be addressed. However, many of these can be done so at a staff level. It is staff's recommendation that the final plat be approved subject to the following:

1. Revise the "Unit Specifics" document per staff and ZPC comments, as guided by the narrative.
  - a. Clarify uses, permitted, accessory, conditional, and prohibited
  - b. Clarify building materials
2. Work with the Town Engineer to indicate all required utility easements on final plat or in separate documentation.
3. A final CSM must be provided that includes the Executive Course to the north.
4. Revise the Landscape Plan to include additional deciduous and evergreen trees and identify significant trees to be retained and the barrier fence used to protect them.
5. Provide revision to the condominium documents including:
  - a. Each individual unit be required to receive Zoning and Planning Commission approval before a building permit is issued.
  - b. Remove reference to the Associations ability to grant variances.

There was much discussion on the landscaping trees. Although The Commission agree that more trees are needed than what the petitioner provided, there's consensus that it's not as much as staff is recommending. Therefore, The Commission would like the petitioner and the staff to work on a happy medium as far as the number of trees needed for the development as a whole.

MOTION by Handeland/Van Rossum to approve with the recommended conditions, adding staff to work out the number of trees necessary to provide adequate landscaping for the development as a whole. No further discussion. Motion carried in a voice vote, 7-0.

- c. Review and make recommendation on the request by Steve Biea of Mau & Associates, agent for owners Ron Van Straten of Van Straten Farms of Ledgeview, LLC, for a Rezone Application on parcels D-448-1, D-449, D-449-1, D-450-1, D-451, and D-449-2 located on or near Wayne Lane from A-2-Agriculture and RR-Rural Residential to R-1-Residential to accommodate a future subdivision known as Grand Ridge Estates Second Addition.**

The petitioner is requesting to rezone the properties from A-2, Agriculture and R-R, Rural Residential to R-1, Residential District in association with a previously approved (approx. December 2016) Area Development Plan known as Van Straten Farms.

Based on an evaluation of the key “findings of fact” addressed in the prepared resolution, Zoning and Planning recommend approval this rezoning petition to the Town Board for the following reasons:

- The proposed rezoning to the R-1 district is consistent with the development trends in the area.
- The lands are suitable for low- to medium-density single-family residential development.
- The proposed zoning district conforms to the goals expressed in Chapter 2 of the Comprehensive Plan and Map 4: Future Land Use.

MOTION by Van Rossum/Lamers to approve the prepared resolution recommending approval to the Town Board based on reasons cited in the resolution. No further discussion. Motion carried in a voice vote, 7-0.

- d. Review and make recommendation on the request by Steve Bieda of Mau & Associates, agent for owners Robert and Gail Cuene for a Rezone Application on parcel D-450 to accommodate a future subdivision known as Grand Ridge Estates Second Addition.**

The petitioner is requesting to rezone the properties from R-R, Rural Residential to R-1, Single-Family Residential. This parcel is located in the center of the future Van Straten Farms Area Development Plan (ADP) and is proposed for future subdivision to accommodate additional single-family residential development under R-1 zoning. The existing house on site would remain both now and in the future.

Based on an evaluation of the key “findings of fact” addressed above, I recommend that the Plan Commission **recommend approval** this rezoning petition to the Town Board for the following reasons:

- The proposed rezoning to the R-1 district is consistent with the current residential zoning and development trends in the area.
- The lands are suitable for low- to medium-density single-family residential development.
- The proposed zoning district conforms to the goals and the land use illustrated on the Future Land Use Map of the adopted Comprehensive Plan.

MOTION by Van Rossum/Garcia to approve the prepared resolution recommending approval to the Town Board based on reasons cited in the resolution. No further discussion. Motion carried in a voice vote, 7-0.

**7. OLD BUSINESS:** None.

**8. Discuss work plan.**

- An update was given on the Park & Recreation Committee items:
  - View Shed Analysis
  - Bike 7 Ped Plan
  - Updating the Corp Plan

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**9. Staff report.**

**a. Update on future agenda items.** None.

**b. Review town board decisions.**

- Town Board held a Public Hearing on the request to rezone 11 parcels in the town.

**10. Communications by Commission Members.**

- Handeland reported there was no County Planning Meeting this month.

**11. ADJOURN.**

MOTION by Van Rossum/Handeland to adjourn. No further discussion. Motion carried in a voice vote, 5-0.  
Meeting adjourned at 7:23 PM.

Respectfully submitted,

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