

The Ledgeview Zoning & Planning Commission held a meeting on **Wednesday, May 15, 2019 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 Jane Tenor, Commissioners Renee Van Rossum, Mark Chambers, Chet Lamers, and Tuarno Garcia. Excused were Vice Chairman Mark Handeland, and Commissioner Kris Baran.

Staff present were Planner Dustin Wolff and Clerk Charlotte Nagel.

**3. APPROVE/AMEND AGENDA**

Staff advised there were no changes to the agenda. MOTION by Lamers/Chambers to approve agenda as written. No further discussion. Motion carried in a voice vote, 5-0.

**4. Act on Minutes from March 12, 2019.**

A few minor changes were noted to the minutes. MOTION by Van Rossum/Lamers to approve the minutes with the noted changes. No further discussion. Motion carried in a voice vote, 5-0.

**5. PUBLIC HEARINGS:** None.

**6. NEW BUSINESS:**

- a. **Review and make recommendation on the request by Steve Bieda of Mau & Associates, agent for Keith Garot of BASGIG Investors LLC, for a Rezone Application on parcel D-425-2 located on Bower Creek Road from R-1 Residential to R-1/PDD and R-2/PDD Planned Development District to accommodate a new subdivision plat called Red Hawk Landing.**

In September and October 2018, the Town (Zoning & Planning Commission and Board) reviewed and approved the rezoning of this property from A-2, Agricultural District to R-1, Residential District for future subdivision. The rezone accompanied a preliminary plat for 80-plus single-family units.

Since that time the Town has completed a flood study for the area. The study impacted the buildable area of the property and the preliminary plat needed to be modified. To accommodate the proposed plat, the flexibility available through the Planned Development District is needed. Additionally, the petitioner is requesting to include five (5) two-family lots in the development. The petitioner is requesting to rezone the lands from R-1, Residential District to R-1/PDD and R-2/PDD.

There was discussion on the traffic impact to Bower Creek Road. Staff is mindful of the traffic impact and is looking at urbanization of the road in the future with some coordination with the Village of Bellevue. Discussion ensued regarding the duplex lots which are the corner lots; lot 1, 74, 45, and 46. Outlot 1 will be a stormwater management pond, unknown if it will be wet or dry at this time. With regard to the flood study, the goal was to keep flood lands and wetlands out of private property so owners wouldn't be tempted to build on them. Bike/ped sidewalks are included in this subdivision.

MOTION by Tenor/Garcia to approve Resolution 2019-13 approving the rezone of parcel D-425-2 to R-1/PDD and R-2/PDD Planned Development District to accommodate a new subdivision plat called Red Hawk Landing. No further discussion. Motion carried in a voice vote, 5-0.

**b. Review and make recommendation on the request by Steve Bieda of Mau & Associates, agent for Keith Garot of BASGIG Investors LLC, for a Preliminary Subdivision Plat called Red Hawk Landing on parcel D-425-2 located on Bower Creek Road.**

This item was previously reviewed and approved by the ZPC and Town Board in September and October 2018. The plat was for 80+ lots at this time.

Since that time the Town has completed a flood study for the area. The study impacted the buildable area of the property and the preliminary plat needed to be modified with a reduced number of lots. Additionally, the petitioner is requesting to include five (5) two-family lots in the development.

The proposed preliminary plat complies with the requirements of Chapter 96: Subdivision, and staff recommends approval of the preliminary plat to the Town Board, conditioned upon the following:

1. Revisions to the plat per the mark-up provided by the Staff to the Developer.
2. A notation be added to the plat that sidewalks are required throughout.
3. Add a notation indicating that future sidewalks or recreational facilities will be installed in the public right-of-way along Bower Creek Road.
4. Add a conservation easement to protect the southern Environmentally Sensitive Areas.
5. Preliminary Plat approval is contingent on flood study approval/findings.

MOTION by Van Rossum/Lamers to approve Resolution 14-2019 recommending approval of Red Hawk Landing preliminary plat with the noted conditions. No further discussion. Motion carried in a voice vote, 5-0.

**7. BIENNIAL CONDITIONAL USE PERMITS**

**a. Review and make a recommendation on the biennial conditional use permit held by Peters Service located at 3765 Creamery Rd. Bldg. 96 Unit 4, parcel D-368-6 to allow for car sales.**

For a number of years, the petitioner has been afforded the opportunity to display and sell automobiles on the site. Biennial review and approval is required for the site and operations. The last approval was in June 2019. The petitioner is requesting re-approval of the Conditional Use Permit for auto sales on the property. There have been no issues with this conditional use permit.

Staff recommends that the Zoning and Planning Committee approve this biennial conditional use permit request and continue to require the same conditions.

1. Provide a general site plan that clearly identifies a designated display area location for auto sales, parking for staff, and parking for customers.
2. The display area location must be on an asphalt or concrete surface.
3. The display area must face Creamery Road only.
4. Outdoor display of vehicles area shall not exceed 5 vehicles at any one time.
5. No outdoor storage of materials or parts is allowed.
6. The subject conditional use is valid for property owned by "Hendricks Joe Jr Leasing Co" and leased by "Peters Service" only. Any sale of the property, or change of use, voids the conditional use permit.
7. Conditional Use Permit expires on June 30, 2021 and must be renewed by the Town of Ledgeview at such time.
8. Site must meet all other town, county, and state regulations.

MOTION by Van Rossum/Lamers to approve Resolution 15-2019 recommending approval of the Conditional Use Permit with the noted conditions. No further discussion. Motion carried in a voice vote, 5-0.

**b. Review and make a recommendation on the biennial conditional use permit held by WEL Companies located at 1625 S. Broadway Street, parcel D-54 for a trucking terminal.**

For a number of years, the petitioner has been afforded the opportunity to locate three (3) semi-trailers at their south access to Broadway to make various parts and components available for wholesale. Biennial review and approval is required for the site and operations. The last approval was in June 2017. The petitioner is requesting re-approval of the Conditional Use Permit for auto sales on the property.

Staff recommends that the Zoning and Planning Commission approve this biennial conditional use permit request and continue to require the following conditions:

1. Site must meet all other town, county, and state regulations.
2. No parking is allowed on the grass area.
3. Only motorized, self-propelled vehicles are allowed.
4. No machine parts, containers, vehicle parts, etc. will be allowed in this area.
5. Vehicles must be displayed in an organized manner.
6. Install landscaping at the base of the monument sign by June 30, 2019.
7. Conditional Use Permit expires on June 30, 2021 and must be renewed by the Town of Ledgeview at such time.

MOTION by Tenor/Chambers to approve Resolution 16-2019 recommending approval of the Conditional Use Permit with conditions. No further discussion. Motion carried in a voice vote, 5-0.

**c. Review and make a recommendation on the biennial conditional use permit held by Mommearts Auto Salvage located at 1275 Rockland Rd, parcel D-78-1, for a salvage yard.**

For a number of years, the petitioner has been afforded the opportunity to sell automobiles wholesale on the site. Biennial review and approval is required for the site and operations. The last approval was in June 2017 and was to be renewed in 2019. The petitioner is requesting reapproval of the Conditional Use Permit for auto wholesale on the property.

Staff recommends that the Zoning and Planning Committee approve this biennial conditional use permit request and continue to require the following conditions:

1. Provide a general site plan that clearly identifies a designated display area location for auto wholesale.
2. Approved for a maximum of two parking stalls on site for this use.
3. Conditional Use Permit expires on June 30, 2021 and must be renewed by the Town of Ledgeview at such time.
4. Site must meet all other town, county, and state regulations.

MOTION by Van Rossum/Garcia to approve Resolution 17-2019 recommending approval of the Conditional Use Permit with conditions. No further discussion. Motion carried in a voice vote, 5-0.

**8. OLD BUSINESS:** None.

**9. DISCUSS WORK PLAN.** None.

**10. STAFF REPORT.**

**a. Update on future agenda items.**

- Red Hawk Landing Final Plat
- Rezone of a parcel on Glenmore Road

**b. Review town board decisions.**

- Town Board approved Building, Site, and Operation Plan Application on parcel D-122-6, located on 3175 Wall Street, for building improvements at Wall Street Warehouse.
- Town Board approved the Oak Ridge Circle Urbanization Project from Parker Way to Garrett Street.

Approved at the June 12, 2019 Zoning & Planning Commission Meeting.

Approved at the June 18, 2019 Town Board Meeting.

- Town Board approved the update to the Town of Ledgeview Official Map.
- Town Board approved the Barbara Leanna rezone and certified survey map at 1947 Dollar Road,
- Town Board approved the rezone and Building, Site, and Operations Plan Application for Lexington Homes on Monroe Road.

**11. COMMUNICATIONS BY COMMISSION MEMBERS.** None.

**12. ADJOURN.**

MOTION by Tenor/Garcia to adjourn. No further discussion. Motion carried in a voice vote, 5-0. Meeting adjourned at 6:36 PM.

Respectfully submitted,

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