

The Ledgeview Zoning & Planning Commission held a meeting on **Wednesday, July 10, 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 Vice Chairman Mark Handeland at 6:00 PM.

2. ROLL CALL

Members present were Vice Chair Mark Handeland, Commissioners Renee Van Rossum, Mark Chambers, Chet Lamers, Kris Baran, and Taurio Garcia. Excused was Chairwoman Jane Tenor.

Staff present were Planner Brian Carranza and Clerk Charlotte Nagel.

Clerk Nagel introduced Planner Brian Carranza from Mead and Hunt, stepping in for Planner Dustin Wolff.

3. APPROVE/AMEND AGENDA

Staff advised there were no changes to the agenda. MOTION by Van Rossum/Chambers to approve agenda as written. No further discussion. Motion carried in a voice vote, 6-0.

4. Act on Minutes from June 12, 2019.

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

5. NEW BUSINESS:

- a. **Review and make recommendation on the request by Steve Bieda of Mau & Associates, agent for Ryan Radue, owner, for a Final Subdivision Plat on parcel D-183 located on Dollar Road known as The Crossing at Dollar Creek Third Addition.**

The 40-lot preliminary plat with numerous outlots on approximately 38.8 acres was approved by the Zoning & Planning Commission in November 2017 and by the Town Board in February 2018. The property was also rezoned to R-1 Single-Family.

The 2nd Addition Final Plat was approved in April 2018. At that time, Lots 72, 73, 76 – 78 (now Lots 98 – 102) could not be platted due to issues with a flood study that needed to be completed. It will now be known as the 3rd Addition. The flood study has been submitted to the Wisconsin Department of Natural Resources and is being finalized.

The proposed Final Plat complies with the requirements of Chapter 96: Subdivision, and the recommendation to the Zoning & Planning Commission is approval of the plat to the Town Board, conditioned upon the following:

1. Compliance with the WDNR approved flood study.
2. Illustrate the required setbacks on the plat.
3. Add a notation from §94-3(C) and §135-204(B) to the plat stating the ordinance requirements for driveway locations.
4. Any technical corrections required by the Town Engineer and Brown County.

MOTION by Van Rossum/Baran to recommend approval of the final plat known as The Crossing at Dollar Creek Third Addition with the conditions recommended by staff. No further discussion. Motion carried in a voice vote, 6-0.

b. Review and make recommendation on the request by Steven Zeitler, agent for property owner Blaise Bildings, for a rezone application on part of parcels D-400 and D-417 located at 3395 Carter Lane from AG-FP – Agriculture Farmland Preservation to RR – Rural Residential in conjunction with a retracement Certified Survey Map.

The petitioner received approval of a retracement Certified Survey Map (CSM) for the reconfiguration of a series of parcels. Parcel D-417-4 was increased from 10.2 acres to 18.4 acres by adding lands from Parcels D-400 and D-417.

The town does not allow split zonings on properties. As such, the areas that are zoned AG-FP will need to be rezoned to R-R. A public hearing will need to be scheduled before the Town Board at a future date.

Based on an evaluation of the key “findings of fact” as stated in the corresponding staff memo, the recommendation is **approval** of this rezoning petition to the Town Board for the following reasons:

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

MOTION by Lamers/Chambers to approve the staff prepared resolution recommending approval to the Town Board. No further discussion. Motion carried in a voice vote, 6-0.

c. Review and make recommendation on the request by Dennis Anderson, property owner, for a rezone application on parcels D-297-2 and D-297-3 located at 3394 Shadow Lane from A2 - Agriculture to RR - Rural Residential, in order to construct an accessory building.

The petitioner is seeking to rezone the subject parcels in order build an accessory structure. The property currently exists as a legal non-conforming residence. The use is non-conforming because each parcel is below the 10-acre the minimum lot size for the A-2 district. The A-2 district only allows accessory structures that are integral to or associated with agricultural uses.

Based on an evaluation of the key “findings of fact” addressed in the corresponding staff memo, recommendation is to the petitioner a course of action.

- Provide a combination Certified Survey Map (CSM) application to join parcels D-297-2 & D-297-3, to accompany the rezoning application from A-2, Agriculture to R-R, Rural Residential.

MOTION by Handeland/Garcia to recommend approval with the condition that a combination CSM be submitted in order for the rezone to be approved. No further discussion. Motion carried in a voice vote, 6-0.

d. Review and make recommendation the request by De Pere Baseball for signage at the Scray Hill Park Baseball Complex.

The Town of Ledgeview has been working with the De Pere Baseball (a 501c3 non-profit organization) to develop sponsorship opportunities to support the development of baseball fields and related facilities in Scray Hill Park for the future home of De Pere Baseball. These facilities are included in the Scray Hill Park Master Plan, which will be one step closer to full implementation with these facilities.

The proposed De Pere Baseball sponsorship visuals are included with this memo. A number of sponsors have committed to De Pere Baseball in various ways, which means final design of items to be sponsored is under way. The designs are subject to review and recommendation by the Zoning and Planning Commission and the Parks and Recreation Committee.

The Parks and Recreation Committee meets on July 15th, 2019 and will review this proposal as well. Given the timing of this proposal and staff's understanding of the petitioner's project timeline, the Park, Recreation and Forestry have not reviewed the proposed to date. The Parks Committee is ultimately responsible for recommending recreational facility naming to the Town Board.

Possible sponsorship items being proposed at this time include the following. Refer to the petitioners proposed "Sponsorship Visuals".

1. Complex naming rights – The name of the complex will be known going forward as Mulva Family Fields. The name shall be placed on the entry arch to the baseball fields. In addition, the De Pere Baseball "D" logo will also be on the entry. The brick veneer along the arch columns are proposed to match what is used at the Town of Ledgeview public works and municipal buildings.
2. Field naming rights (Qty. 2). De Pere Baseball has received a donation for 1 field naming rights. The logo will be pre-manufactured by Astroturf and will be placed onto the turf fields.
3. Dugout naming rights (Qty. 4) - Currently 2 of 4 dugouts have been sold. The goal is to place a sign on the entry of the dugout.
4. Scoreboard naming rights (Qty 2) - none sold.
5. Brick campaign - At entry location. Brick color to be selected by petitioner.
6. Special recognition ad hoc - Desire to place small metal signs for a few of our sponsors that did not want to have a dugout or scoreboard but gave considerable donations. This would be similar to a recognition board but due to number of donations, we can place signs on the verticals of the entry way. Sign size TBD but will fit within the dimension of the vertical.

Staff recommends the Zoning and Planning Commission recommend approval of the proposed sponsorship signage subject to minor redesign of the Gateway Arch and subject to comments and approval by the Park, Recreation and Forestry Committee.

There was discussion on the dugout logos. The Zoning & Planning Commission wanted it made clear that the recommendation for approval of the dugout sponsorship signs were for those on the sides of the dugouts and not the back of the dugouts. The back of the dugouts were to remain sign free.

There was also discussion on the gateway "D". The Commission wanted the gateway "Ds" removed indicating that the De Pere Baseball Logo "D" could be on the interior of the complex but not the exterior of the complex. Zoning & Planning also agreed with the Town Board's suggestion that the Town logo be put on the AstroTurf free of charge since the Town has contributed a substantial amount of money and land to the project.

Staff recommends the Zoning and Planning Commission recommend approval of the proposed sponsorship signage subject to minor redesign of the Gateway Arch to remove the De Pere Baseball Logo "Ds", the dugout signage on the side of the dugouts only, and subject to comment and approval by the Park, Recreation and Forestry Committee.

MOTION by Chambers/Van Rossum to recommend staffs recommendation with complete removal of the logo "Ds" from the gateway archway, dugout signage be limited to the side of the dugouts only as shown in

the staff recommendation memo, and subject to comment and approval by the Park, Recreation and Forestry Committee. No further discussion. Motion carried in a voice vote, 6-0.

e. Review and make recommendation on the proposed monument signs for Two Dollar Park and Zelten Family Park.

Two-Dollar and Zelten Family Parks have been under construction over the last year and a half. As part of the master plans, monument signage was proposed to provide visibility to the public. Enclosed with this memo are the Landscape Plans for each park indicating the proposed sign location, and final plans for each sign. The signs are proposed to be aluminum and stone veneer, non-illuminated. Similar to the sign at Scray Hill Park, but smaller as recommended in the Town of Ledgeview Community Identity Guide.

It is recommended that the Zoning and Planning Commission recommend approval of the proposed signage for Two-Dollar and Zelten Family Parks.

MOTION by Han.Bar to recommend approval of the signs for Two-Dollar and Zelten Family Parks as presented. No further discussion. Motion carried in a voice vote, 6-0.

6. OLD BUSINESS:

a. Review and nominate member to serve on the Brown County Planning Commission Board.

Mark Handeland gave a brief overview of the expectations of a Brown County Planning Commission Board Member. There was discussion but a member stepped forward. Staff advised this was a matter of having a Town representative formally appointed to the Board even though other members may fill in from time to time.

The recommendation is for Mark Handeland to be re-appointed to the Brown County Planning Commission Board. This item is to forward to the Town Board for formal appointment.

7. DISCUSS WORK PLAN. None.

8. STAFF REPORT.

a. Update on future agenda items. None.

b. Review town board decisions.

- Livestock Citing Review Board decision was given.
- Status of the Sanitary District Board.

9. COMMUNICATIONS BY COMMISSION MEMBERS.

- The Special Meeting of the Electors is held in early to mid-November for the purpose of setting the budget for the next calendar year.
- Members would like I-Pad charging stations at the dias if possible.

10. ADJOURN.

MOTION by Handeland/Lamers to adjourn. No further discussion. Motion carried in a voice vote, 6-0. Meeting adjourned at 6:59 PM.

Respectfully submitted,

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

Approved at the August 14, 2019 Zoning & Planning Meeting.
Approved at the August 20, 2019 Town Board Meeting.