



**MEETING MINTUES
TOWN OF LEDGEVIEW
ZONING & PLANNING COMMISSION
Wednesday, February 10th, 2021 at 6:00 p.m.
Ledgeview Community Center
3700 Dickinson Road
De Pere, WI 54115**

1. Call meeting to order.

The Meeting was called to order by Chairwoman Jane Tenor at 6:00 PM.

2. Roll call.

Present were Chairwoman Jane Tenor, Vice-Chairman Mark Handeland, Chet Lamers, Tauniro Garcia, Renee Van Rossum, Kris Baran, and Alternates Chris Culotta and Janell Holstead. Commissioner Mark Chambers was excused.

3. Approve/amend agenda.

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

4. Act on minutes from January 13th, 2021.

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

5. New Business:

a. Review and make recommendation on the request by LaRee Runnoe of Eventyr Heights. LLC, owner, for approval of the site plan and building architecture for Lot 11 of Eventyr Height Condominium Plat located on Everson Court.

Zoning & Planning Commission, Town Board, and neighboring residents had significant concerns regarding the impact of development on the wooded ESA (Environmental Sensitive Area) areas and the “ledge”. As the developer did not have plans or elevations for the structures to be constructed on each individual lot at the time of the PDD (Planned Development District) approval, the developer specifically requested to ability to come to the Zoning & Planning Commission for approval with each development plan.

Approximately half of the development contains areas identified as environmentally sensitive by the Brown County ESA Plan. These areas are generally associated with 20% or greater slopes (the Niagara escarpment) and wooded features. With the use of the PDD, the development plan is required to provide details for each site that clearly illustrate the location of the proposed residences and the impact to the existing conditions of the site. Due to the sensitivity of the area—avoiding large sections of ESA and developing on the brow of the Ledge—the Zoning & Planning Commission felt this was a reasonable expectation for review of development prior to permitting.

While the proposed residence does comply with a number of the PDD (Planned Development District) requirements that were outlined in the approved documents, there are a number of key issues that must be addressed. Staff recommends approval proposed development conditioned upon the following prior to the issuance of building permits:

1. Developer or owner of Lot 11 in Eventyr Heights shall provide a revised site plan that clearly illustrates:
 - a. Existing trees species and sizes (caliper inches) intended to be removed for the proposed improvements.
 - b. Identifies significant trees to be retained and the protection practices to be utilized during construction.
 - c. Provide a site landscape plan to include replacement trees species, sizes, and locations for the site.
2. Building elevations to be revised address Zoning & Planning Commission direction on the proposed siding materials.

Approved at the _____ Zoning & Planning Commission Meeting.

Approved at the _____ Town Board Meeting.

3. Town Engineer to review and approve the retaining wall design. Town Engineer to approve the disturbance area for construction and grading of the proposed wall improvements.
4. Provide an agreement to the Town outlining the responsibilities for wall ownership and maintenance if the wall extends into the Common Area.

MOTION by Handeland/Baran to approve per staff's recommendations. No further discussion. Motion carried in a voice vote, 7-0.

b. Review and make recommendation on the request by Olde School Square Condo Association to amend the Olde School Square Condo Plat and Declarations at Olde School Square located at 2200 Dickinson Road.

The petitioner is requesting a reapproval of the condominium plat for the Olde School Square development to accommodate a reconfiguration of the building areas. The original condo plat was approved in December 2005. Revisions were made again in 2015.

The proposed condominium plat complies with the requirements of Chapter 96: Subdivision, and it is Staff's opinion that the Commission recommend approval of the preliminary plat to the Town Board, conditioned upon the following:

1. Provide defined Limited Common Easement areas for Units 15 – 21 similar to current condo plat document to ensure greenspace and landscaping is provided on the individual units.
2. Prohibit development of Unit 10 on the public green until construction of a public plaza, with design details approved by the Town, is completed.
3. Any technical corrections required by the Town Engineer and Brown County

MOTION by Lamers/Handeland to approve with the recommends stated in the resolution. No further discussion. Motion carried in a voice vote, 7-0.

6. Old Business: None.

7. Staff Report

a. Update on future agenda items.

- Olde School Square proposed development for units 18, 19, and 20.

b. Review Town Board decisions.

- Approved the Conditional Use Permit for a man-made pond on parcel D-183-4-1 located at the end of Dallas Lane for William Brennen.
- Zoning & Planning Commission recommendation on the updated Official Zoning Town Map.

8. Communications by Commission members.

- Brown County approved the minor ESA (Environmentally Sensitive Areas) amendments for the Ledgeview house the wanted to put a swimming pool.
- Update on the Southern Bridge Connection. Federal government wants to look at more. Work from the west to the east but if situations arise otherwise parts of the east side could get done earlier.
- Invasive species, street trees, and other. Public Works Department is working on it.

9. Adjourn.

MOTION by Lamers/Garcia to adjourn. No further discussion. Motion carried in a voice vote, 7-0. Meeting adjourned at 6:39 PM

Respectfully submitted,

Charlotte Nagel, Clerk
Town of Ledgeview

Approved at the _____ Zoning & Planning Commission Meeting.
Approved at the _____ Town Board Meeting.