



**MEETING MINUTES  
TOWN OF LEDGEVIEW  
ZONING & PLANNING COMMISSION  
Wednesday, March 10<sup>th</sup>, 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 Chairperson Jane Tenor at 6:00 PM.

**2. Roll call.**

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

**3. Approve/amend agenda.**

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

**4. Act on minutes from February 10<sup>th</sup>, 2021.**

MOTION by Handeland/Baran 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 Jon Le Roy of Mau & Associates agent for Ryan Radue of Radue Homes, owner, for an Area Development Plan for Grande Ridge Estates Phases 2, 3, and 4 located off Heritage Road.**

Development of this area started by in 2016. A series of Area Development Plans (ADP) have been reviewed and approved by the Zoning & Planning Commission and the Town Board since that time period. The Grand Ridge Estates development was the first “phase” approved for the area. The most recent ADP was approved in March 2017. The Town Board made it clear with all developers that the next phase of development must include a connection to CTH X, or approval would not be granted. At this time, the developer is proposed to amend the ADP to better fit their proposed development plan.

**EVALUATION:**

*Land Use:*

The Future Land Use Map illustrates that area for future development as a Planned Neighborhood. Planned Neighborhoods are mapped for significant growth areas of the town that should be a carefully planned mixture of predominantly single-family residential development, combined with one or more of the following land use categories: Two-family Residential, Multi-Family Residential, Institutional, and Parks/Public Open Space.

The developer has illustrated where the various single, two, and multi-family land use types will be located on the ADP. Park land has been previously dedicated for the area, and recommend on the recently adopted Comprehensive Outdoor Recreation Plan (CORP). The ADP is consistent with adopted long range plans.

*Connectivity:*

Overall, the area can be a challenge to connect due to topography, previous/current quarry operations, and preexisting residential development. The original ADP minimized the use of cul-du-sacs except where absolutely necessary due to environmental or topographical constraints. This was a key design issue supported by the Public Works Staff.

Approved at the \_\_\_\_\_ Zoning & Planning Commission Meeting.

Approved at the \_\_\_\_\_ Town Board Meeting.

The proposed ADP replaces some streets with new cul-de-sacs at the center of the development area. The developer wants much large lots sizes to take advantage of the of views provided by the topography. Staff is opposed to the cul-de-sacs. Zoning & Planning discussion was the use of cul-de-sacs was appropriate given the topographic constraints for the property and the confirmation from the developer that a connection to CTH X would occur immediately.

Potential roadways are properly “stubbed” to provide the opportunity for future access to Scenic Drive and to Heritage Heights Drive. These paper streets will enable future connection should the Board decide these roadways should be constructed. There is no timing expressed for the roadways, but the Town would require the dedication of right-of-way consistent with the Official Map. Staff has heard from some neighboring property owners who are opposed to an inter-connected network of streets.

*Phasing:*

Phase 1 was Grande Ridge Estates off of Oak Ridge Circle. Phase 2 will be the development of the center of the ADP area along with a connection to CTH X. Timing of future phases in not known.

There was extensive discussion on the proposed ADP. While concerns of the with the Town Staff were evaluated, the Zoning & Planning Commission felt the immediate connection to CTH X was a priority, and felt the use of cul-de-sacs were need to avoid streets with very steep slopes.

MOTION by Handeland/Van Rossum to recommend approval of the Area Development Plan as presented. 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 owners Roger and Beverly De Noble for a Zoning Change Application on parcel D-272, 4075 Hidden Valley Lane, from A-2 Agricultural to R-R Rural Residential.**

The petitioner is requesting to rezone the 3 acres of the parent parcels from A-2, Agricultural to R-R, Rural Residential District for a future land division. This rezone accompanies a 2 lot and 1 outlot Certified Survey Map (CSM). The remaining 10-acre parcel will continue to be zoned A-2.

The lands in the area are currently used for rural residential homes, tilled farmland, and private aviation (grass landing strip). The property and the surrounding area has some single-family residences. The lands are suitable for low-density residential uses as permitted under the existing zoning classification.

This area of Town is starting to experience the gradual conversion of land from vacant and agricultural operations to new rural residential development. While this area is zoned A-2, Agricultural, it was developed long ago for rural residential development. Until a change to the Zoning Code are few years ago, the A-2 District allowed for 1.5-acre minimum lot sizes consistent with the rural residential district. The trend for development in this area has been the conversion of larger (> 5 acres) rural residential estate and agricultural lots (similar to the subject property) to smaller rural residential properties. Due to minimum lot area standards in the R-R district of 60,000 SF and minimum lot frontage of 150', the Certified Survey Map cannot be approved as proposed without a zoning change.

The Town's adopted Comprehensive Plan illustrates the property for future Rural Residential land use as a result of previous development in the area and the lack of public utilities. The proposed rezone and land division is consistent with the adopted plan.

Based on an evaluation of the key “findings of fact” addressed above, the recommendation is that the Plan Commission recommend approval to the Town Board for the following reasons:

1. The proposed rezoning from A-2 to R-R is consistent with the current zoning and development trends in the area.
2. The lands are suitable for low density rural residential development.
3. The proposed zoning district conforms to the goals and the land use illustrated on the Future Land Use Map of the adopted Comprehensive Plan.
4. The rezone is conditioned upon the approval and recording of the two lot Certified Survey Map.

Approved at the \_\_\_\_\_ Zoning & Planning Commission Meeting.

Approved at the \_\_\_\_\_ Town Board Meeting.

MOTION by Van Rossum/Garcia to approve the rezone with conditions. No further discussion. Motion carried in a voice vote, 7-0.

**c. Review and make recommendation on the request by Steve Bieda of Mau & Associates agent for owners Roger and Beverly De Noble for a Certified Survey Map Application on parcel D-272, 4075 Hidden Valley Lane, creating two lots and one Outlot.**

The petitioner is requesting the approval of a CSM (Certified Survey Map) for the subdivide the existing 13.06-acre parcel into two Lots and one Outlot. The land is currently A-2, Agricultural, and a rezone petition from to R-1 accompanies the CSM.

An ADP (Area Development Plan) for the property has been provided for review and approval. The ADP illustrates a future right-of-way dedication to provide an east/west connection of Fascination Court to Hidden Valley Lane. As this area is not served by municipal utilities and is not expected to be any time soon, development of Lot 2 is not expected for some time. If Lot 2 were to subdivide in the future, dedication of the right-of-way would be required.

The proposed CSM meet the requirements of their proposed zoning districts. Required building setbacks for lots without curb and gutter are 35-feet from the right-of-way. The existing residence on Lot 1 is currently encroaching on the public right-of-way, and this will not change. The accessory structures on Lot 1 comply with the front setback requirement. All lots will access Hidden Valley Lane. Additional access to Fascination Court is available for Lot 2. No additional right-of-way vacation is needed. A 12-foot utility easement along Hidden Valley Lane and Fascination Court is provided.

Proposed Lot 1 (containing the residence) will retain two accessory structures totaling ~2,985 SF. The size of accessory structures are provided by the petitioner's surveyor. Lot 2 will contain no accessory structures. This does not meet the requirements of the zoning district. The petitioner has the following options to come into compliance with the zoning district:

1. Not conduct the land division for the property.
2. Raze additional accessory structures to comply with the square footage and number requirements.
3. Petition the Board of Appeals for a variance to the maximum accessory structure size allowed requirements.

Increasing the size of Lot 1 to comply with the accessory structure requirements would result in Lot 2 not meeting the minimum size requirements for the A-2 District.

The recommendation to Zoning & Planning is approval of the Certified Survey Map and accompanying Area Development Plan to the Board conditioned upon:

1. Approval of the rezone petition for parcel D-272 to Rural Residential.
2. Future subdivision of either Lot 1 or Lot 2 shall require the dedication of the ROW connection Fascination Court to Hidden Valley Lane as depicted on the ADP.
3. Add a notation to the CSM stating *"All development on Lot 1 and Lot 2, including future subdivision of said land, will be required to connect to municipal utilities within 12 months of availability."*
4. Land division to comply with the regulations of Section 135-11(G)(2), specifying the aggregate amount (area) of accessory structures on Lot 1, unless a variance or exception to the Code is approved by the Board of Appeals.
5. Any technical corrections required by the Town Engineer or Brown County must be addressed prior to Town signature of the CSM.

MOTION by Chambers/Handeland to recommend approval with conditions. No further discussion. Motion carried in a voice vote, 7-0.

**d. Review and make recommendation on the Town of Ledgerview Official Map.**

This is an annual action to update the Official Map to reflect the street additions through December 31, 2020.

Approved at the \_\_\_\_\_ Zoning & Planning Commission Meeting.

Approved at the \_\_\_\_\_ Town Board Meeting.

MOTION by Tenor/Handeland to recommend approval of the Official Map 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.**

- Plat for Grande Ridge Addition 1
- Development Plans for Mixed Use Building in Olde School Square.
- Angels Touch Assisted Living additional building.

**b. Review Town Board decisions.**

- Approved the Zoning Change for William Brennan on parcels D-193-1 and D-193-1-2 Dallas Lane from RR-Rural Residential to R1-Residential.
- Approved the Certified Survey Map for Change for William Brennan on parcels D-193-1-2 Dallas Lane creating two lots.
- Approved the amended Olde School Square Condo Plat and Declarations.
- Hosting a public hearing on March 16<sup>th</sup>, 2021 at 4:30 PM for the revised Off-Street Parking Ordinance.

Staff announced that Dan Teaters from Brown County Zoning & Planning will be joining the Ledgeview staff as Town Zoning Administrator. Mr. Teaters will be joining them at their next meeting.

**8. Communications by Commission members.**

Brown County Zoning did not have any item pertaining to Ledgeview.

**9. Adjourn.**

MOTION by Tenor/Baran to adjourn. No further discussion. Motion carried in a voice vote, 7-0. Meeting adjourned at 6:58 PM

Respectfully submitted,

*Charlotte Nagel*

Charlotte Nagel, Town Clerk

Approved at the \_\_\_\_\_ Zoning & Planning Commission Meeting.

Approved at the \_\_\_\_\_ Town Board Meeting.