

LEDGEVIEW TOWN BOARD MINUTES
Monday, August 2, 2021 at 6:00 PM
or as soon thereafter as possible
Ledgeview Community Center
Community Room
3700 Dickinson Road, De Pere, WI 54115

CALL TO ORDER

The meeting was called to order by acting Chairperson Renee Van Rossum at 6:01 PM.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all in attendance.

ROLL CALL

Present was Acting Chairperson Renee Van Rossum, Supervisors Alan Matzke, Mark Danen, and Sachin Shivaram. Phil Danen is excused.

Staff present was Administrator Sarah Burdette, Planner Dustin Wolff, Zoning Administrator Dan Teaters, Treasurer Renae Peters, Engineer Scott Brosteau, Public Works Director Greg Potts, Park & Recreation Director Stephanie Schlag, Community Relations Specialist Lisa Bartz.

AGENDA APPROVAL

Chairperson Van Rossum announced the removal of number 2 under Zoning and Planning.

Motion by M. Danen/Matzke to approve the agenda as written. No further discussion. Motion carried in a voice vote, 4-0.

CONSENT AGENDA

1. Regular Board Meeting Minutes:
 - a. July 20, 2021 Town Board Meeting Minutes
2. Routine Reports:
 - a. 2021 Calendar for 2022 Budget Review and related policies
3. Committee/Commission Reports:
 - a. Recommendation from Beautification Sub-Committee for New Member
4. Operator's Licenses: July 22-July 29, 2021
5. Other Committee Minutes:
 - a. Park, Recreation, & Forestry Committee Minutes May 17, 2021
6. Pay Requests:
 - a. Approve pay request #9 for Scray Hill Road, Contract B-2020, for \$34,199.40 to Peters Concrete Inc.
 - b. Approve pay Request #2 for Fox River Drive Culvert, Contract F-2020, for \$5,842.89 to Vinton Construction, Inc.
 - c. Approve pay request #3 for Mystery Ridge Subdivision, Contract E-2020, for \$269,915.21 to Jossart Brothers, Inc.
 - d. Approve pay request #7 for Stone Fence Preserve, Contract G-2020, for \$256,882.50 to Feaker and Sons, Inc.
7. Special Event & Street Closure Permits: None
 - a. Private Birthday Event at Ledgecrest Reserve 8/5/21
 - b. Street Closure Request: Neighborhood block party—Beachmont Road 8/28/21

Motion by Shivaram/Matzke to approve the Consent Agenda as written. No further discussion. Motion carried in a voice vote, 4-0.

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PUBLIC COMMENT:

Chairperson Van Rossum opened public comment at 6:02 PM.

Shivaram commented that he had taken calls from a few residents in the Meadow Sound area regarding manure trucks and spillage on their road. A resident counted at least 200 trucks.

Mary Doemel – 1947 Dickinson Road commented that the group home next door at 1953 Dickinson is not being properly taken care of. Would like the Town to take a look at the property and enforce rules.

Ryan Walker – 1980 Dickinson Road also stated concerns about the property at 1953 Dickinson Rd. Ongoing for about a year and a half, lawn is not being kept up, parcel is not being properly taken care of.

After three calls for comments, none were heard. Public comment was closed at 6:06 PM.

PUBLIC HEARING:

1. Notice is hereby given the Ledgeview Town Board will be holding a public hearing on the request by Steve Bieda of Mau & Associates agent for owner Maxwell Brice to consider a conditional use permit on parcel D-1995, 4615-4617 Trellis Drive., to allow for a zero lot line configuration of an attached home in an R-2 Residential zone.

Staff discussed that the petitioner s requesting approval of a conditional use permit to convert an existing duplex into 2 zero lot line single family attached dwellings stating that nothing on the existing site is proposed to change. The parcel is currently zoned R-2, Residence District. The adjoining properties are also R-2 District and contain two-family dwellings. Single-family and multi-family surround the subject property to the north (across Trellis Drive) and south respectively. Staff also stated that during their review, they found an issue with the CSM, item in the code states “there shall be a two-hour fire wall running from the lowest floor level, including the basement if it is the common wall, to the underside of the roof sheathing”.

The public hearing was opened at 6:08 PM by Chairperson Van Rossum. After three calls for comments, none was heard.

Motion by Matzke/M. Danen to table until they know the fire rating information. No further discussion. Motion carried in a voice vote, 4-0.

2. Notice is hereby given the Ledgeview Town Board will be holding a public hearing on the request by Mike Cashman of DeLeers Construction to rezone parcels D-557 & D-558 from B-1 Business to B-2 Business to allow for a dental office.

Staff discussed the petitioner is requesting to rezone Parcels D-557 and D-558 from B-1, Business District to B-2, Business District for a new professional office building. Clinics (e.g., medical, dental) are permitted by right in the B-2 district, but not the B-1 district. The two parcels total 1.01- acres and are currently vacant. The parcels have been vacant for many years likely due to their size. Lands in the area have a variety of uses including single-family residential to the west, two-family residential to the north, multi-family residential and institutional to the east, and single-family residential to the south (across CTH G). The two parcels will need to be combined in the future when development is proposed. Due to the properties being located along CTH G and at an intersection with a roundabout, the lands are suitable for commercial uses as currently zoned. The B-1 District allows for a number of professional services uses— accounting services, chiropractors, banks and credit unions, and attorney offices—but for some reason does not include dental clinics. Some of the uses (banks and credit unions) allowed in the B-1 district are much more intense than the proposed dental clinic. The properties will have nearly direct access to CTH G, customer will not need to travel through the adjacent neighborhoods. The size of the property will protect surround properties from possible development that is too intense for the neighborhood. The zoning code will require screening to mitigate noise and sight line issues to the adjacent residential properties.

The ZPC recommends approval of the rezone to the Town Board for the following reasons:

1. The proposed rezoning to the B-2 district is consistent with the current zoning and development trends in the area.
2. The lands are suitable for smaller-scale commercial development with access to CTH G.
3. The proposed zoning district conforms to the goals expressed in Chapter 2 and the planned land use illustrated on the Future Land Use Map of the adopted Comprehensive Plan.

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At 6:14 PM, Chairperson Van Rossum opened the public hearing for comments.

COMMENTS:

Ryan Walker - 1980 Dickinson Road – Longtime resident of Brown County, stated he had discussions with the following land owners Dennis Bauman, Jerry Titlauer, Wes Duprey and Tim & Mary Doemel. Shared statistics and concerns regarding the parcel in question. Stated residents are not against change, but are very concerned about light pollution and increased traffic. Would like the board to consider impacts of lighting when making decision.

Staff responded that the lighting issues will be addressed through site plan review process.

Mike Cashman – De Leers Construction – stated that they have the ability to set parking lot lights and signage on timers so the lights go on and off at appropriate times for the business.

Tim Doemel – 1947 Dickinson Rd - Stated concerns on increased traffic in the area.

Mary Doemel – 1947 Dickinson Rd – stated concerns on increased traffic and road repairs, concerned she would be responsible for road repairs.

Staff responded the repairs to Dickinson Rd/County G which is a County Rd, will be the responsibility of Brown County.

Supervisor Danen, stated that these parcels are already zoned for business, also commented that a Dental office would be a good fit for the area due to the nature of the business and the operating hours. Normally closed on weekends, with shortened hours on certain days during the week.

After three calls for additional comments, none were heard. Chairperson Van Rossum closed the public hearing at 6:22 PM.

The ZPC recommend approval of the rezone to the Town Board for the following reasons: 1. The proposed rezoning to the B-2 district is consistent with the current zoning and development trends in the area. 2. The lands are suitable for smaller-scale commercial development with access to CTH G. 3. The proposed zoning district conforms to the goals expressed in Chapter 2 and the planned land use illustrated on the Future Land Use Map of the adopted Comprehensive Plan.

Motion by M. Danen/Matzke to approve. No further discussion. Motion carried in a voice vote, 4-0.

ZONING & PLANNING:

1. **Discuss and act on** recommendation from the Zoning and Planning Commission on the request by Steve Bieda of Mau & Associates, on behalf of Maxwell Brice (owner) for a proposed land division of parcel D-1995, 4615-4617 Trellis Drive.

Motion by Van Rossum/M. Danen to table until the next Town Board meeting. No further discussion. Motion carried in a voice vote, 4-0

- ~~2. Discuss and act on recommendation from the Zoning and Planning Commission on the request by Mark Nysted of Keller Inc, on behalf of Dedicated Systems, Inc. (owner) to add a 5000 square foot repair shop to the existing building located on parcel D-130-3, 3700 Elmview Road.~~

OLD BUSINESS: None

NEW BUSINESS:

1. Recommendation by Park, Recreation and Forestry Committee to Approve the Final Agreement Between the Town of Ledgeview and De Pere Baseball related to the construction of Mulva Family Fields.

The Park, Recreation and Forestry Committee reviewed the draft agreement at their September 2020 meeting, November 2020 meeting, and a final review and discussion at the January 19, 2021 meeting. Discussion at the committee level directed Approved at the August 17, 2021 Town Board Meeting.

staff to work with representatives of De Pere Baseball and adjust the agreement to better reflect the expectations for maintenance, access, and field/facility repairs by both De Pere Baseball and the Town. The Park, Recreation and Forestry Committee unanimously recommended board approval of the final agreement when presented at the 1/19/2021 meeting. De Pere Baseball was presented with the draft final agreement in July, and is to their satisfaction.

The final agreement has been reviewed by the Town's legal counsel with no additional changes or modifications recommended. Staff recommends approval.

Motion by M. Danen/Van Rossum to approve. No further discussion. Motion carried in a voice vote, 4-0.

2. Recommendation by Park, Recreation, and Forestry Committee to Appoint Chris Culotta to the Committee for the Remainder of Rod Kowalczyk's Term Ending 5/1/22

Motion by Van Rossum/M. Danen to approve. No further discussion. Motion carried in a voice vote, 4-0.

COMMUNICATIONS: None.

ORDINANCES: None.

REPORTS:

Administrator:

- Update on Ledgeview Farms

Zoning Administrator:

- Nothing new to report

Treasurer:

- Continuing work on Budget

Engineer:

- Update to Scray Hill Rd landscaping

Public Works Director:

- Chip sealing will begin next week

Park & Recreation Director:

- Forestry inventory started

Board Comments:

None.

APPROVAL OF THE VOUCHERS:

Motion by Matzke/M. Danen to approve the vouchers. No further discussion. Motion carried in a voice vote, 4-0.

CLOSED SESSION:

The Town Board may convene into closed session pursuant to WI State Statute 19.85(1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises authority. The purpose is to review and discuss Fire Department personnel matters. The Town Board may then reconvene into open session to take action on items discussed in closed session.

MOTION by P. Danen/Van Rossum for the Town Board to enter into closed session pursuant to WI State Statute 19.85 (1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises authority. The purpose is to review and discuss Fire Department personnel

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matters. No further discussion. Roll call vote: Van Rossum – Aye, Matzke – Aye, Shivaram – Aye. Motion carried in a roll call vote, 4-0.

At 6:32 PM, the Town Board entered into closed session.

At 6:42 PM, MOTION by Van Rossum/Shivaram for the Town Board to reconvene into open session and to take action on those items discussed in closed session. Roll Call Taken- Danen – aye, Van Rossum – aye, Shivaram – aye, Matzke – aye.

Motion by Van Rossum/Shivaram to approve the recommendation of the Personnel & Finance Committee related to the employment offer for the Town Clerk position.

ADJOURNMENT:

Motion by Van Rossum/M. Danen to adjourn. No further discussion. Motion carried in a voice vote, 4-0. Meeting adjourned at 6:44 PM.

Respectfully submitted,

Lisa Bartz
Community Relations Specialist