

TOWN OF GREEN BAY PLANNING COMMISSION MINUTES

DATE: 4/21/15

TIME: 8:04 p.m. (late start time due to unanticipated lengthy Annual Meeting beforehand).

PRESENT: Bob Boncher, Mike Gilson, Dawn Goodman, Gary Jonet, John Metzler, Jason Miller, Jack Salewski
Others Present: 9: Town Chairman, Lee Dechamps; Town Clerk, Debbie Mercier; Town Supervisor, Ryan De Broux; Ron Abts, Pete Mathu, Toni Mertens, Dave Mertens, Jon Jadin, Paul Comett (sp. unsure) , See attached sign in sheet.

APPROVAL OF LAST MEETING'S MINUTES: John Metzler opened the meeting and noted that the meeting notice was properly posted in 3 places. The March 17, 2015 Minutes were reviewed. Gary Jonet made a motion to accept the minutes as presented. Mike Gilson seconded the motion. All approved.

(8:05-8:21pm) ISSUE #1: Discussion of new standards for development in areas with potential storm water management issues. The Planning Commission referred to Section XIV of the Town's Zoning Ordinance: Planned Residential Development to review the current requirements. In particular, "I. Criteria For Approval. #3 (Engineering Design Standards), was referred to and could be amended as needed. Zoning Administrator, Gary Jonet, stated very strongly that he thinks that an engineering consultant should only be utilized for Planned Residential Development areas. Dawn Goodman stated that because flooding basements and storm water management issues have occurred with other home sites in a number of areas around the Town, that an engineer consultant might be prudent to have review all new home plans to avoid future issues, especially in light of the geographically sensitive nature of the Niagara escarpment, low soil issues and water draining complexities of the area.

A number of Planning Commission members expressed concern that it could make the cost of building in the Town more expensive and less attractive to potential home builders. Dave Mertens, a contractor and now also an owner of some of the lots in the Highway P Development where a nearby home is having basement flooding issues, stated he would like to see new standards developed that might include a requirement that windows of a home be at least 24 inches above the center of the road. Some Planning Commission members speculated that 24 inches might not be enough in some areas. Dawn Goodman questioned if anyone present actually knew the standard followed by most builders. No one could say for sure. Dawn Goodman speculated that the Town may not have the expertise or knowledge to make such a determination and that a professional, such as an Engineer consultant with that expertise, should be utilized.

Dawn Goodman shared information she had gathered from the Village of Bellevue and Town of Scott in regards to their regulations and fees. She encouraged the Town to also develop a Storm Water Management Ordinance similar to the Town of Scott, but not as complex, and use an Engineer consultant as needed, charging the developer and/or home builder a fee accordingly.

John Metzler stated he would like to hear about Meade and Hunt's services they provide in this regard, since they stated at a past Comprehensive Planning meeting that they provide those services. John also stated that he would discuss the matter more with the Town of Scott officials he routinely works with at water/sewer district meetings that he attends. Dave Mertens stated if the Town does utilize an engineer, that they should be bonded with contractor liability, etc. It was agreed that the matter will be continued at the May Planning Commission meeting as time allows.

(8:23 to 8:25 pm) ISSUE #2: Development of an ordinance addressing parade/procession fees in the town. Dawn Goodman briefly shared information from the surrounding municipalities, the City of Green Bay, the Village of Ashwaubenon, and the Village of Bellevue. Town Chairman Lee De Champs stated again, very strongly, that he felt the Town should pursue charging fees for future events that come through the Town. Bob Boncher made a motion to table this item due to time constraints. Jason Miller seconded the motion. All agreed.

(8:26 to 8:59 pm) ISSUE #3: Continuation of the Comprehensive Plan Update (Comprehensive Plan Work Group Meeting 3): Update on plan progress; key planning issues; summary of 2006 community goals & objectives; 2015 key planning issues survey; and the Town's vision.

Mead and Hunt representatives were not present at this meeting, as planned.

1. Pete Mathu stated he would like to keep billboards only on the Highway. There was some discussion about distances between billboards, regulations of signs in general and past signage cases.
2. John Metzler stated that there have been very few complaints at any of the Town meetings and low attendance so far at the Comprehensive Planning meetings, so he speculated that the current way things are being conducted is satisfactory.
3. Short-term housing: all felt it would be a good thing to better define "short term" housing to try to avoid potential issues that could arise from people renting out their homes as vacation places due to their proximity to Door County and other popular nearby tourist areas.
4. Granny Flats continues to be a matter of concern because of what happens to the extra residence when the person it was intended for no longer resides there.
5. Dave Mertens brought up an incident he perceived to be a private home with a pond construction built without following the proper requirements and also that there are campers who seem to be using the area. Gary Jonet said he addressed the situation and it was all taken care of now and that zoning continues to be the way to control such situations. It was also pointed out that the nuisance ordinance can also be utilized to further control such situations.
6. Dawn Goodman asked the group if they had anything to add to the Key Planning Issues. There were no comments made.
7. Dawn Goodman asked the group if they had anything to say about the Town's Vision Statement. There were no comments made.

Other Business: There was no other business to cover at this meeting.

Date & Time of Next Planning Commission Meeting were set: Tuesday May 19, 2015 at 6:45pm if needed, otherwise the 7:00 pm usual start time.

Motion to Adjourn Made by: Gary Jonet, Mike Gilson seconded. **AYES 7 NAYS:** None. **Motion Carried.**

Time of Adjournment: 9:00 p.m.

Planning Commission Chairperson

Planning Commission Secretary