

TOWN OF GREEN BAY PLANNING COMMISSION MINUTES

DATE: 11/21/17^[17]_[SEP]

TIME: 7:01 p.m.

PRESENT: Dawn Goodman, John Metzler, Brad De Champs, Jason Miller, Dylan Mercier, Mike Gilson, Gary Jonet.

ABSENT: None.

Others Present: Brian Peot, Surveyor; Renee Gerondale; Pat Bouche (sp?).

APPROVAL OF LAST MEETING'S MINUTES: John Metzler opened the meeting and asked if the meeting notice was properly posted in 3 places. Dawn Goodman confirmed it was. The 8/15/17 meeting minutes were reviewed.

MOTION MADE BY: Gary Jonet to accept the minutes as presented.

MOTION 2NDED BY: Jason Miller **AYES:** 7 **NAYS:** 0 **MOTION CARRIED.**

ISSUE #1: CSM for Renee A. Gerondale for parcel GB-409-1, located at 4811 N. Highway P, New Franken, WI 54229. (7:02 pm to 7:21 pm).

Surveyor, Brian Peot, presented the CSM to the Planning Commission, explaining there would be 2 lots made from the pre-existing lot GB-409-1: Lot 1 would be 3.64 acres and Lot 2 would be 5.00 acres. Lot 2 would be sold to an interested party. Brian noted that the County instructed him to change the map to reflect a wetland, non-buildable area on the west end of Lot 2. So he presented a revised map showing the 50 feet ESA by the wetlands.

Dawn Goodman questioned Renee Gerondale if they are selling off both lots. Renee stated they would only be selling Lot 2.

Jason Miller asked if they live on Lot 1. Renee stated they do.

Mike Gilson asked about what appeared to be a Cul-de-sac on Lot 2. Brian Peot stated it's now a requirement of the County that there be an area for emergency vehicles and school busses, etc., to have turn around space. He stated there is currently a temporary sort of Cul-de-sac area currently.

John Metzler questioned Zoning Administrator Gary Jonet, as to whether the Town would issue a Building Permit if the Cul-de-sac is not finished. Gary Jonet stated it would not be allowed without a completed road. The pre-existing road, as is, would be ok, but with the Cul-de-sac noted on the new map, the road must be completed before a building permit would be issued.

John Metzler asked who would need to finish it. Gary Jonet stated whoever owns the property.

Brian Peot questioned if that was the Town's responsibility.

Gary Jonet stated that it was not the Town's responsibility and that the owner of the property would need to do complete it according to the Town's road specs before it would be adopted, the same as the County requires.

Mike Gilson questioned if Easy Street is a Town Road. Brian Peot stated it is. Gary Jonet stated it is, but that the Cul-de-sac is not.

The question was raised if the new owner could build along the lot up to the Cul-de-sac area. Gary Jonet stated that they could, but could not do so adjacent to the Cul-de-sac until it is finished.

Mr. Bouche stated that the Cul-de-sac was put onto the CSM back when they came to the Town (about 15 years ago?), regarding doing possible lots for development along Easy Street because it was thought that would be a necessity if there were other lots.

Jason Miller questioned Gary Jonet that this would not become a potential issue, (citing George Road's recent issue as an example), further along in time when others might develop along the road and/or vehicles would not be able to turn around because the Cul-de-sac would not be finished and/or there would be issues as to who is responsible for the completion of the Cul-de-sac.

Mr. Bouche stated that as it currently exists, vehicles turn into the driveway at the end and then back up to turn around.

Brian Peot stated that the problematic scenario that existed on George Road was partly due to there not being a Cul-de-sac area designated. He stated that the Gerondale CSM has a designated Cul-de-sac area which could be assessed to all the neighbors to pay for the completion of it when the time arises for it to be completed. It was explained to Brian Peot that the Town does not assess the neighbors on a road for road construction. Brian Peot stated that the Gerondale CSM has the Cul-de-sac dedicated already so that no one will have to use a private driveway to turn around in the future.

Gary Jonet and Brian Peot both noted that the George Road area had deep ditches that made turning a vehicle around risky and even impossible in some situations but the Gerondale area is flatter land with shallow, if any, ditches, so that would not be an issue.

Gary Jonet stated that the CSM cannot be pre-dedicated land to the Town without it being built according to the Town's specs.

Mike Gilson speculated that if the Town would accept the dedicated Cul-de-sac, then they would have to pay for it. Gary Jonet stated that if it were dedicated to the Town and the Town accepted it, then the Town would probably be responsible for it. But he stated the Town would NOT accept it.

Mike Gilson stressed the Dedicated area for the Cul-de-sac needs to be removed from the CSM so that the Town does not become responsible for installing it.

There was debate about the future issues that could arise if the current owners of the area that is being utilized as a turn around would sell to someone else or decide

to no longer allow vehicles to turn around. The Planning Commission members agreed that was not a wise option for many reasons.

Jason Miller questioned Gary Jonet if there was anything in the Town's current zoning that would stop the Gerondale's from proceeding with their plans. Gary Jonet stated that there are a number of dead end roads in the Town that do not accommodate vehicular turn-arounds.

Brian Peot suggested that it makes sense to include the Cul-de-sac because it will be needed now and in the future. He also stated it makes sense to asses all the property owners on the road to pay for the Cul-de-sac because they *all* utilize the Garbage services, emergency vehicle services and in the future, school buss services if children live on the road.

John Metzler stated that the Town does not currently do road construction that way.

The Planning Commission members reviewed the CSM with Gary Jonet again. He explained again that the Town could not accept the dedication until the road is completed to the Town's specs.

Brian Peot stated he could take the Cul-de-sac dedication area off of the CSM. He stated that currently "there is 2 feet additionally dedicated already, just like any usual CSM. Right now it's a 33 foot rite of way. The County requires 35 feet to develop a lot. So it can be reduced...it's just a standard procedure that you add an additional 2 feet of right of way. But it can be removed. So it will be exactly 5 acres."

Gary Jonet stated he saw no reason to leave it in and agreed it should be removed from the CSM.

Dawn Goodman questioned if there should be a new meeting for the revised CSM.

Gary Jonet stated that it was not necessary for a new meeting, as long as the PC's approval of the CSM stipulates the dedicated Cul-de-sac area be removed before any approval by the Town Board takes place.

Brian Peot agreed he would do so for the December 12 Town Meeting.

MOTION MADE BY Gary Jonet to recommend to the Town Board the acceptance of the Certified Survey Map for Renee A. Gerondale for parcel GB-409-1 with the following important stipulation:

1. There be a revision: **the dedication to the public (the Town) of the Cul-de-sac area on the CSM, MUST BE REMOVED.**

MOTION 2NDED BY Jason Miller. **AYES: 7 NAYS: 0 MOTION CARRIED.**

No Public Hearing is necessary for this, but it needs to be added to the Town's Agenda for 12/12/17. Dawn Goodman agreed to notify the Town Clerk.

Old Business:

A. Continue work on the Special Events Permit Application and Ordinance based on recommendations from the Town's Attorney, James M. Kalny of the Davis Kuelthau law firm. (7:23pm to 8:15pm).

Planning Commission Secretary Dawn Goodman passed out revised versions of the Special Events Ordinance wording and Special Events Application. The revisions were based on the suggestions of Attorney James M. Kalny. The Planning Commission reviewed the changes line by line on each document. Dawn Goodman made corrections and changes the Planning Commission suggested. Of particular note: after some discussion, the PC decided to change the days required for submission to be 60 days prior to the event, rather than 45 days in order to allow for denial/appeal situations.

There are still a number of questions the Planning Commission had for the attorney to answer before they would approve the revised documents.

- In particular, they wanted clarification from the attorney as to what is Public—how do we specify about the difference between Public vs. Private events.
- Should each item listed say Public for each thing listed in the definition (e.g. public event, public ceremony, public demonstration, exhibition, etc.
- What about non-profit vs. for profit?

Other Business:

(8:16pm to 8:20)

- Various PC members reported they attended the Shrine's Enhancement Project Feedback Sessions on 9/19/17 and 9/20/17.
- Dawn Goodman reported to the PC that the County has not contacted the Town yet about starting the revision to the Comprehensive Plan for the Shrine chapter. There is concern that the County is not meeting it's agreement to provide the service in a timely manner. Some PC members questioned if another group should be utilized or the contract should be amended. No decision was made.

Date & Time of Next Planning Commission Meeting were set: Tuesday, December 19, 2017 at 7:00 pm *if it is found necessary to have a meeting*

Motion to Adjourn Made by: Jason Miller; Mike Gilson 2nded. **AYES:** 7 **NAYS:** 0.
Motion Carried. Adjournment time: 8:36 pm.

Planning Commission Chairperson

Planning Commission Secretary