

TOWN OF GREEN BAY PLANNING COMMISSION MINUTES

DATE: 6/23/09

TIME: 7:30 p.m. (late start due to a Town Board Hearing beforehand)

PRESENT: Dawn Goodman, Gary Jonet, John Metzler, Bob Geyer, Mike Gilson, Dianne Jacobs

ABSENT: Bob Boncher **Others Present:** Dan Metzler, Steve Hansen, Melissa Dupek

APPROVAL OF LAST MEETING'S MINUTES: John Metzler opened the meeting and noted that the meeting notice was properly posted in 3 places. The minutes from the 5/19/09 Planning Commission Meeting were reviewed.

MOTION MADE BY: Dianne Jacobs to accept the minutes with the correction. **MOTION 2NDED BY:** Bob Geyer

AYES: 6 **NAYS:** None **MOTION CARRIED.**

ISSUE #1: Dean Noel-Steve Hansen Conditional Use Permit #658-J: recreational & utility trailer sales (7:33-8:02 pm)

Steve Hansen appeared on behalf of Dean Noel, the owner of the property in question. Gary Jonet started the proceedings by explaining to the Planning Commission that Dean and Steve had incorrectly thought the property in question (which is part of parcel GB-206-5), was broken off into 2 separate parcels and that Dean had rented the assumed second portion out to Steve for a year to sell recreational and utility trailers on. Gary Jonet explained that after they submitted the paperwork to him, he went onto the Brown County website and looked the plots over and then called Brown county zoning who verified that there was only one parcel and not two. Gary further explained that when Steve and Dean initially approached him seeking permission to do these sales, that Gary understood it to involve only a small number of trailers, not the larger number that are currently out on the site. Gary explained that when he noticed the trailers were more numerous than anticipated, he then contacted Steve and told him that a Conditional Use Permit would be required. The Planning commission asked Steve to clarify how many trailers he might be selling. Steve said he usually has at least 16 trailers out to make it profitable for him. He further explained that the sales are made usually over the telephone when buyers contact him at home. He stated he could not afford to build his own place at this time. He is only on the premises as needed. He further explained he has to have a sign for the business (which is by Dean's entrant to the property), so that people have contact information for him. The Planning Commission quickly reviewed similar situations where more than one business utilize the same property. A number of situations were noted. Gary Jonet and Bob Geyer expressed that this particular Conditional Use is allowed in a B-1 District according to B, Item 21: "recreational and utility trailer dealers". The distance of the trailers from the road was discussed due to the proximity to State Highway 54. Dianne Jacobs state the trailers must be the prescribed distance required from the highway. John Metzler noted that there are yellow markers erected by the State that designate the restricted area. There was further discussion regarding potential plans for gravel for some of the area, an updated sign, and grass/weed maintenance.

MOTION MADE BY: Bob Geyer to recommend to the Town Board to approve the Dean Noel-Steve Hansen Conditional Use Permit #658-J for recreational and utility trailer sales with the following conditions: the property must be properly maintained to meet the Town of Green Bay requirements as determined by the Zoning Ordinance.

MOTION 2NDED BY: Dianne Jacobs **AYES:** 6 **NAYS:** None **MOTION CARRIED.**

A pre-hearing was scheduled before the Town Board on 7/14/9 at 6:45 pm.

ISSUE #2: Discussion on possible changes to Building Permit Requirements, Violations, etc. (8:03-8:20 pm).

Dianne Jacobs explained her concern that the Planning Commission review and possibly raise the monetary listing in item 1.6 "Building Permit Required," which stipulates that "No person shall alter, in excess of \$2,000.00 value in any twelve month period, build, add onto or alter an building within the scope of this ordinance without first obtaining a building permit for such work from the building inspector." Dianne suggested to the Planning Commission that since the cost of building materials has increased since 2004 when this was instituted, that higher limit might be in order. After much discussion on the matter, the Planning Commission decided to leave the value at \$2,000.00. Further discussion ensued as to heightening the public awareness of the Zoning Ordinances and Permits that are required. Dawn Goodman and Dianne Jacobs suggested the following be added to all Planning commission notices that posted: "*For Building Permits, Zoning Concerns, Conditional Use Permits, etc., contact: Gary Jonet, 920-866-2079, 5361 Doris Rd., New Franken, WI 54229.*" Gary Jonet stated he believe it would also be helpful to add to that: "*Land Use Permits Are In Effect In The Town of Green Bay,*" which he noted is what the Town has posted in a number of locations throughout the area. The Planning Commission agreed to this, so Dawn Goodman said she would change the Planning Commission Agenda Letterhead to include all of it. It was also noted that it would further help to publicize that the Zoning Ordinances are available on-line at our Town's website: <http://www.townofgreenbay.com> so Dawn said she would add that to the Agenda Letterhead also. No further discussion ensued.

ISSUE #3: Continued Work Transferring Zoning from Old to New Parcel Maps (8:21 pm).

The Planning Commission tabled further work on transferring zoning from the old to the new parcel maps until more time was available.

Any Other Business: There was no additional business discussed.

Date & Time of Next Meeting Were Set: Tuesday, July 21, 2009 at 7:00 p.m.

Motion to Adjourn Made by: Bob Geyer. Mike Gilson seconded. **AYES:** 6 **NAYS:** None. **Motion Carried.** **Time of Adjournment:** 8:30 p.m.

Planning Commission Chairperson

Planning Commission Secretary