

## TOWN OF GREEN BAY PLANNING COMMISSION MINUTES

**DATE:** 4-20-21

**TIME:** 6:50pm\* & 7:00pm

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

**ABSENT:** None.

**OTHERS PRESENT:** Town Clerk, Debbie Mercier; Caleb Lenss; Mary Gehm; Ken Gehm; Jordan LaPlant; Paul LaPlant; Michael J. Bultman.

*\*Town Clerk, Debbie Mercier, per permission (via telephone) of Town Chairman Dequaine, re-appointed Planning Commission members Jason Miller and John Metzler to new 3 year terms. (Their written requests to be re-appointed were submitted to Clerk Mercier prior to the swearing in). (6:50 pm.-6:57pm).* Clerk Mercier then left the Town Hall.

**1. APPROVAL OF LAST MEETING'S MINUTES (7:01-7:02).** John Metzler opened the meeting and asked if the meeting notice was properly posted in 3 places. Dawn Goodman confirmed it was. The 3/16/21 meeting minutes were reviewed. **MOTION MADE BY:** Jason Miller to accept the minutes as presented. **MOTION 2NDED BY:** Brad Dechamps. **AYES: 7 MOTION CARRIED.**

**2. Zoning Amendment Request #1266-J for Michael Bultman (agent Michael R. Bultman) for parcel GB-308 to rezone to Commercial in order for Caleb Lenss to build a 1200 square foot shop. (7:05-7:12pm)** *The floor was opened.* Mr. Bultman explained where the parcel is located (0 County Line Rd: in Govt. lot 1, Section 13, T-25N-R22E, Town of Green Bay, Brown County, WI). Caleb Lenss, who will build a 1200 square foot shop on the location, explained the new shop will be utilized for storage of his business equipment (he runs a shop dealing with residential construction). A PC member asked if there would be sales to the public at that location. Caleb Lenss stated there would not. Caleb stated he had already talked with the necessary persons regarding shoreline related restrictions, waterflow pattern from the potential site construction, etc Caleb stated the waterflow is downhill. *The floor was closed.* Zoning Administrator, Gary Jonet, was asked if he had any concerns with the proposed rezone. He stated he did not. The PC went to the Town's map and confirmed the current zoning is R-R (Rural Residential).

**MOTION MADE BY:** Dylan Mercier to **RECOMMEND** to the Town Board, **APPROVAL** of **Zoning Amendment Request #1266-J for Michael Bultman (agent Michael R. Bultman) for parcel GB-308 to rezone to Commercial (known in the Town's zoning terminology as B-1 Community Business), in order for Caleb Lenss to build a 1200 square foot shop.**

**MOTION 2NDED BY:** Jason Miller **AYES: 7 MOTION CARRIED.** **Public Hearing: 5/11/21: 6:45pm**

**3. Continued Review and discussion of possible changes to Chapter 11, Page 23, Residential Dwelling Standards: Roofing Materials and Siding Materials. Including Ken Gehm addressing the PC: plans for a home that would involve an alternative siding material pertinent to this discussion. (7:13-7:35pm)** Background from prior meeting: The Town's current standards are not up to date and in

sync with industry standards and some residential structures in other municipalities are moving toward pole building structures as an alternative housing option. *The floor was opened.* Ken Gehm, who plans on building a home in the Town, has plans to build a “Barndominium” style structure, utilizing an alternative metal siding (ribbed), that currently is not approved by the Town. The structure would be located at Kelsea Jean and Crow. He has spoken with Zoning Administrator, Gary Jonet already and is holding off on continuing his project until the Town makes a decision on this matter. *The floor was closed.*

After further discussion, the Planning Commission decided to allow for Ribbed siding. Gary Jonet wants to have the Town make a decision on this large Zoning Amendment before preceding. Town Clerk Debbie Mercier will be asked to put the matter on the May Town Meeting Agenda.

**MOTION MADE BY:** Jason Miller to **RECOMMEND** to the Town Board, **CHANGE: Chapter 11, Page 23, Residential Dwelling Standards, Item 4, Siding Materials, subitem b (prohibited siding materials). to remove “ribbed” and add it to subitem a (exterior siding material allowed):**

#### **4. Siding Materials**

- a. All main buildings and all detached garages located on a lot shall have exterior siding material consisting of either wood, masonry, concrete, stucco, maisonette, aluminum, vinyl, metal lap or **ribbed sheets of metal**
  
- b. The following and similar materials shall be prohibited as siding: smooth, **ribbed** or corrugated sheets of metal, fiberglass, plastic and any materials having a highly reflective or high gloss finish.

**MOTION 2NDED BY:** Dylan Mercier **AYES: 7 MOTION CARRIED.**

There was then discussion about having to change the Town’s Code of Ordinance via the Zoning Amendment process. Zoning Administrator, Gary Jonet stated there are other items that need to be changed, so this change in the Residential Dwelling Standards, should be part of a larger Zoning Amendment addressing: Definitions, Side Yard Setbacks, Curbs, Storage Units and a correction to some of the Fees. This would be the most cost effective approach to the situation. And it could hopefully be done in time for the Gehm’s to continue work on their home without much interruption. The PC will request the Zoning Amendment to the Code of Ordinances book be put on the Town Board’s May 5/11/21 Board Meeting Agenda.

**4. Continuation of the LaPlant PRD (agents Paul and Jordan LaPlant): (7:40-8:40pm).** A revised CSM map was give to the PC. It was noted that the Town Road right of way is now shown as part of the revision. The LaPlants paid Zoning Administrator, Gary Jonet, \$1,200.00 PRD fee.

PC Secretary Dawn Goodman and Gary Jonet noted that a PRD Application is also required to be on file. However, the Town does not have one at this time. Dawn Goodman stated she had found one in the Planning Commission Handbook that could be modified to the Town’s needs for this purpose. She told Gary Jonet she could have it to him by the end of the week. Paul LaPlant questioned what the

application would entail. Dawn Goodman showed a copy of the application in the Handbook to the LaPlants. Gary Jonet will review the application beforehand and make changes as needed.

The PC then reviewed the requirements from the PRD chapter of the Town's Code of Ordinances, Chapter 11, Section XV. Planned Residential Development.

Gary Jonet then stated that the actual CSM must be reviewed at a Planning Commission meeting as soon as possible. Paul LaPlant stated he could drop off the CSM when he comes to get the application for Gary Jonet. Gary said that could then be put on the Planning Commission Agenda--hopefully for May?

John Metzler expressed concern about run off issues (which was a concern expressed by neighbors at the public hearing for the rezoning of the parcel). It was noted that there were special conditions on each lot that address it. Brad Dechamps expressed concern about the Build Line and if that should actually be noted on the CSM. Gary Jonet stated it could be a recommendation by the Town Board (possible 65 feet from the Town Road or LaPlants may want to put it in their own setbacks). John Metzler questioned if Setbacks should be on the CSM. Gary Jonet stated they did not, but that the Town can stipulate those.

Note: A number of Planning Commission members expressed concern that the CSMs the LaPlants have been submitting continue to change. They want to have a final CSM to review. This should be remedied at the May Planning meeting when Mr. LaPlant will submit the CSM for a final review hearing with the PC.

Gary Jonet will speak with Town Clerk, Debbie Mercier to see if the matter can be expedited by doing both the PRD Public Hearings (Initial Approval and Final Approval) at the same June meeting with the Town Board. This would save all concerned mailing costs, legal notice costs and meeting costs.

**5.Any Other Business as authorized by law:** None at this time.

**Tentative Date/Time Next Planning Commission Meeting were set for:** Tuesday, May 18, 2021 at 7pm.

**Motion to Adjourn Made by:** Mike Gilson. **2nded:** by Brad Dechamps. **AYES:** 7. **Motion Carried.**  
**Adjournment:** 8:53 pm.

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**Planning Commission Chairperson**

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**Planning Commission Secretary**