

TOWN OF GREEN BAY PLANNING COMMISSION MINUTES

DATE: 5-19-20

TIME: 7:12 p.m. (delayed start time due to printer issues)

PRESENT: Dawn Goodman, Gary Jonet, Jason Miller; Brad Dechamps, Dylan Mercier

ABSENT: Mike Gilson and John Metzler*.

OTHERS PRESENT: Dustin May; Town Clerk Debbie Mercier

Special Notes:

**1: Gary Jonet Chaired the meeting since Chairman Metzler could not attend.*

2. Town Clerk, Debbie Mercier, reappointed the following Planning Members: Gary Jonet, Brad Dechamps and Dylan Mercier for another 3 year term.

APPROVAL OF LAST MEETING'S MINUTES (7:13) : Gary Jonet opened the meeting and asked if the meeting notice was properly posted in 3 places. Dawn Goodman confirmed it was. The 1-21-20 meeting minutes were reviewed. **MOTION MADE BY:** Jason Miller to accept the minutes as presented. **MOTION 2NDED BY:** Dylan Mercier. **AYES: 5 MOTION CARRIED.**

ISSUE #1: Dustin May's request for a Conditional Use Permit (#1199-J) to use lot GB-215-5, located on the corner of County Rd T & State Hwy 54, to sell fireworks.

The Planning Commission reviewed Dustin May's materials for his proposed Firework stand. Dustin explained he would possibly have a 28 ft trailer or possibly a Pod storage unit on the site. He was considering taking the trailer in or away daily. He further explained that he and/or his parents would run the stand. The PC members asked about the dates he had in mind. There was discussion about specifying dates. The PC decided to have it be from May to the end of October. The PC questioned if he had permission to use the driveway on the property for the public to access the stand and park. Dustin confirmed he did and showed the plan he had drawn up indicating placement of the stand, parking and signage. Dustin stated he was considering a 2-sided banner. Gary Jonet advised Dustin that if the Permit was approved, he would need to obtain a Sign permit(s). Gary Jonet further advised Dustin where to find the specs and setback info for Signage. The PC expressed concern that special attention be paid to safe distance setback for the signage and stand from the road due to that corner in particular being very busy. There was discussion about how many signs Dustin was considering. No firm # was determined, more discussion in that regard could take place when/if the Conditional permit is approved and he goes for his Sign permit(s). Gary Jonet referred all to the Town's Zoning rules for B1.

MOTION MADE BY: Dylan Mercier to **Recommend** to the Town Board:

Approval of the Conditional Use Request (#1199-J) to use lot GB-215-5, located on the corner of County Rd T & State Hwy 54, to sell fireworks, with the following concerns/conditions:

1. **The permit is for Dustin May specifically.**
2. **The permit is for the duration of May through October.**
3. **All temporary structures should be removed by the end of October.**

MOTION 2NDED BY: Jason Miller. **AYES: 5 MOTION CARRIED.**

Public Hearing set for: 6/9/20 at 6:45 pm. Publishing: 5/26/20 & 6/2/20 in Green Bay Press Gazette.

ISSUE 2: Continued work on the Town of Green Bay Code of Ordinances.

Planning Secretary Dawn Delvaux-Goodman gave the Planning Commission new materials (28+ pages) from Attorney Parmentier, who asked the Planning Commission to review them for the next Planning Meeting he will attend with them in June, 2020. It should be noted that due to the electronic size of the documents, it was unable to be opened and/or passed on electronically ahead of time to some of the PC members, who have limited access to e-mail and/or PC programs allowing them to view the material. It should also be noted that the Town's Printer/Copier did not have a toner cartridge at first until almost the start of the meeting, and then the printer was very slow and stopped at times as Dawn made the copies for the Planning Commission. Therefore, due to the amount of material that needed to be reviewed and the amount of time it took to make the copies in the midst of the meeting, the PC decided to review the materials on their own and refer any questions for Attorney Parmentier to either PC Secretary, Dawn or Town Clerk Debbie Mercier, before the next Planning Commission meeting in June.

Old Business: None at this time.

Any Other Business as authorized by law:

Tentative Date & Time of Next Planning Commission Meeting were set, if it is necessary to meet, for:
Tuesday, June 16, 2020 at 7pm.

Motion to Adjourn Made by: Jason Miller. **2nded** by Dylan Mercier. **AYES: 5 Motion Carried.**

Adjournment time: 8:36 pm.

Planning Commission Chairperson

Planning Commission Secretary