

TOWN OF GREEN BAY PLANNING COMMISSION MINUTES

DATE: 7-21-20

TIME: 7 p.m

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

ABSENT: Mike Gilson (Corona Virus related to protect family's health) **OTHERS PRESENT:** Attorney Parmentier

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 6-16-20 meeting minutes were reviewed. **MOTION MADE BY:** Jason Miller to accept the minutes as presented. **MOTION 2NDED BY:** Brad Dechamps **AYES:** 6 **MOTION CARRIED.**

ISSUE #1: Continued work on the Town of Green Bay Code of Ordinances. (7:04-8:36pm)

Attorney Parmentier gave all of the PC members a Code of Ordinance 2020 Draft Binder to review. Note: There was also a Binder for Town Clerk, Debbie Mercier.

The PC reviewed the entire draft binder (16 sections) with Attorney Parmentier:

1. General Provisions/Penalty. *Attorney explained the essential & protective nature of this section for the town. There will be an additional "Fee Schedule".*
2. Create a Joint Municipal Court. *Attorney explained this is essential & has to stay as is.*
3. Adopt Operating Agreement for New Franken Fire Department. *This remains as is. Still need copy of actual Agreement from Town Clerk Mercier.*
4. Authorizing Fire Chief. *This will remain as is.*
5. Fire Protection Charges. *This will remain as is.*
6. Uniform Dwelling. *This section was empty. He will have the information at a later meeting.*
7. Public Nuisance. *Attorney stated not much will change in this section.*
8. Solid Waste & Recycling. *This area was updated with current DNR language & references.*
9. Compliance Assurance. *Attorney explained the essential nature of this section.*
10. Zoning Ordinance. *This updated area was empty because it contains 121 pages (the zoning Ordinances) and will be covered at another meeting. Noteworthy comments:*
 - *No large changes were made—a section was added to address who takes care of maps, land divisions, reviews, road dedications.*
 - *Farm Land Preservation A-1 will need to be approved by DATCP.*
 - *The DATCP Definitions were added, removing the version the Town currently has, in order to make them more consistent with their requirements.*
 - *No split-offs anymore, only rezones.*
 - *CSMs still need prior review/approval*
 - *New Language on Towers*
 - *Sign Ordinance modified with our final modifications (district by district)*
11. Short-Term Rentals. *Discussion about the Town having Village Powers in this regard (and others).*
12. Sex Offender Residency. *Attorney will bring studies for the Town to review and keep on file with this before it can be approved.*
13. Adult-Oriented Establishments. *Attorney will bring studies for the Town to review and keep on file with this before it can be approved.*
14. Outdoor Furnaces. *This area remained the same.*
15. Wind Energy Systems. *This was updated to reflect the latest law changes since we adopted ours. Must keep the WI Admin. Code.*
16. Campground Permit Ordinance. *Attorney presented the version we developed at the June meeting. It was inserted as Section 16 and "Employee Grievance Procedure" was moved to Section 17.*

17. Employee Grievance Procedure. *Attorney explained this had to be adopted due to Act 10.*

Extra: A model of an “All-Terrain and Utility-Terrain Route Ordinance” was reviewed. *This may or may not be added to the book. It will depend on what the Town Board decides. Attorney stated if the Town does not have an ordinance, the sheriff cannot enforce restrictions. The Town’s jurisdiction is on Town Roads. County Roads are the Sherriff’s jurisdiction. It may be easy to adopt but hard to enforce. He referred to WI Chapter 23.33.8.B3 which covers ATV’s. It might be placed in the book and adopted once there is signage. The Town would put on their Agenda & approve—it would not need a Public Hearing. Every Entrance to the town may need signage posted. His suggestion is this chapter may go between Chapter 9 or 10. Attorney will modify the draft to make it appropriate with our Town’s verbiage.*

Attorney concluded meeting by outlining next steps:

1. Work on the Farmland Preservation Plan update to meet the December extension deadline.
2. Continue finishing touches on Zoning. He will send PC Secretary Dawn Delvaux-Goodman or Town Clerk Debbie Mercier an online link for this for PC to review it ahead of meeting with him.
3. Searchable PDF versions of the Ordinances were discussed.

Attorney also told the PC that the Town is eligible for Pandemic Recovery Grants through a program called “Routes to Recovery” (see DOA.WI.GOV). It has requirements that expenditures be Pandemic related. The receipts for reimbursement are due by September and November. Dawn Delvaux Goodman gave Town Clerk Debbie Mercier this information immediately following this meeting.

Old Business: None at this time.

Any Other Business as authorized by law: None

Tentative Date & Time of Next Planning Commission Meeting were set for: Tuesday, August 18, 2020 at 7pm.

Motion to Adjourn Made by: Brad Dechamps. **2nded** by Jason Miller. **AYES: 6 Motion Carried.**

Adjournment time: 8:38pm.

Planning Commission Chairperson

Planning Commission Secretary