

TOWN OF GREEN BAY PLANNING COMMISSION MINUTES

DATE: 6-20-23

TIME: 7:00pm

PRESENT: John Metzler, Jason Miller, Kyle Alsteen, Brad Dechamps, Mike Gilson, Dawn Goodman, Dylan Mercier

ABSENT: None.

OTHERS PRESENT: Town Clerk, Debbie Mercier; Dale Roberts (for Jim Roberts)

(7:00-7:01 pm) Administrative Note: Town Clerk, Debbie Mercier reappointed both Dylan Mercier and Brad Dechamps to the Planning Commission for new 3 year terms.

1. (7:02-7:04) 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 3/21/23 meeting minutes were reviewed. *Note: Jason Miller stated that there should be a correction in Item 3. New Business B. It should be "1 camper" on a Town Lot. Planning Commission Secretary Dawn Delvaux-Goodman corrected the minutes to reflect this change.*

MOTION MADE by Dylan Mercier to accept the March 21, 2023 minutes with the noted correction.

MOTION ENDED BY: Mike Gilson. **AYES: 7. MOTION CARRIED.**

2.(7:03-7:27) Jim Roberts, of American Warehousing, is requesting a Conditional Use Permit (#118-M) for Parcel GB-215 (located at 2625 Cty Rd T), in order to add 15 more warehouses to the area.

Note: Dale Roberts appeared on behalf of his brother, Jim Roberts, who was out of town but remained available via phone/facetime if necessary.

Zoning Administrator, Jason Miller, stated there was 1 space left initially. He consulted with former Zoning Administrator, Gary Jonet and the Town Board about this.

Jim Roberts now wants ONE permit for the remaining space there, rather than coming back to the Planning Commission for new Conditional Use Permits each time a new unit is built. There was discussion about the time frame the new units would be built. Dale Roberts stated that it is open-ended because of the market demand. It was speculated it could take 5 years or longer. There was discussion about a timetable being required. After more discussion, it was decided that would not be necessary.

Zoning Administrator, Jason Miller, stated that outdoor storage (boats and campers) on the site needs to be addressed. Dale Roberts stated that it usually involves winter storage for campers. There was a suggestion about an actual designated area for outdoor storage. The Planning Commission decided that was not necessary. There was a discussion if the outdoor storage should be reviewed yearly. The Planning Commission decided that was not necessary and that it would be reviewed if there were issues that arise on a case-by-case basis (see nuisance ordinance).

It was noted that the permit is for the current owner (American Warehousing, LLC) and would not continue to a new owner if the business is sold. They would need a new Conditional Use permit.

Size of the units was discussed. The Planning Commission decided not to specify what size the units should be because of fluctuating market demand; and space availability might change, depending on what size each new unit might be.

MOTION MADE BY: Dylan Mercier to recommend to the Town of Green Bay Town Board: to **ACCEPT the Conditional Use Permit for Parcel GB-215**, noting that **Outdoor Storage is permitted and must comply with the Town's regulations regarding the Nuisance Ordinance.**
(See additional wording below)

MOTION 2NDED BY: Mike Gilson. **AYES: 7 MOTION CARRIED.**

A Public Hearing was scheduled for: **Tuesday July 11, 2023 at 6:45 pm.**

Wording from Conditional Use Report:

Conditional Use

**REPORT OF THE PLANNING COMMISSION
ON CONDITIONAL USE REQUEST NO. 118-M**

June 20, 2023

We, your Planning Commission, to whom was referred **Petition No. 118-M**
in the matter of:

A request from American Warehousing LLC, for a Conditional Use Permit to BUILD 15 more Warehouses on the property of American Warehousing, LLC, located at 2625 CTH T. Note: Currently has 9 warehouses on the site,

do hereby recommend to the Town of Green Bay Town Board: **to ACCEPT this Conditional Use Permit based on the information presented this day.**

GB-215 is Located at: 2625 CTH T, Town of Green Bay, Brown County, Wisconsin.

Legal Description: **310,224 SQ FT LOT 2 OF 60 CSM 98 BNG PRT OF SW1/4 NW1/4 SEC 22
T24N R22E**

Deeded acres: **7.121**

Notes/Concerns:

Outdoor storage is permitted and must comply with the Town's regulations regarding the Nuisance Ordinance.

3. New Business

A. (7:28-8:22 pm) **Discussion regarding Recreation Vehicles: Definitions, Regulations, Ordinance Development.**

Zoning Administrator, Jason Miller, reviewed recent issues regarding a number of recreation vehicles and campers were reviewed in order to bring all of the Planning Members up to date on why a possible ordinance is being discussed. The Planning Commission members agreed it is a recurring issue that now

needs attention, especially to avoid future issues that may occur. All agreed the Town currently does not have adequate regulations.

Information regarding licenses and permits from another community was reviewed. An ordinance and Land Use Permit application from another community was also reviewed.

After much discussion regarding the information presented, the Planning Commission asked Town Clerk, Debbie Mercier, for input as well. She suggested that we consult with Attorney Parmentier, who helped the Town re-write and update the Code of Ordinances in 2020. She felt he might be the best person to give the Town advice on the matter because his background is in ordinance development and defense if there is litigation. She stated the Planning Commission should make a recommendation to the Town in this regard and then, if they approved it, she would contact Attorney Parmentier if the Town approved.

MOTION MADE by John Metzler to **RECOMMEND** to the Town Board to ask Attorney Parmentier for advice on the matter of Recreation Vehicles: Definitions, Regulations, Ordinance Development.

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

4. Old Business (8:23-8:37 pm):

A. Review of The Town’s Fire Department Driveway Specifications. A few residents who are building new homes have been asking various Planning Commission members for the driveway specifications. Because it is not in the Town’s Code of Ordinances, it is not easy to find the information. The information is a requirement developed by the Fire Department, so it is given out by Zoning Administrator, Jason Miller when he gives them their building permit information.

B. Reminder for the Town Board and officials to refer residents and inquiries to new Zoning Administrator, Jason Miller. Zoning Administrator, Jason Miller, would like to remind the Town Board and other officials to check with him and refer residents and inquiries to him so that correct, complete and consistent information is given out and the necessary fees are collected when applicable.

C. ATV/UTV Ordinance update—Activation, etc. The Town approved moving forward with the activation of the Ordinance and posting signage. Nothing new has transpired at this time, but it is being worked on.

5. Any Other Business/Correspondence: Zoning Administrator, Jason Miller reported there will be a Certified Survey Map Review for the July 18, 2023 Planning Meeting.

6. Next Planning Commission Meeting was arranged for: Tuesday July18, 2023 at 7pm, if needed.

Motion to Adjourn Made by: Brad Dechamps **2nded by:** John Metzler. **Ayes: 7. Motion Carried.**
Adjournment: 8:42 pm.

Planning Commission Chairperson

Planning Commission Secretary