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PLANNING COMMISSION

Minutes from Wednesday, January 7, 2015

Bob Coenen called the meeting to order at 7:06 p.m. Clerk Charette verified that the meeting was properly noticed. All members were present except for Sue Zeamer who was excused. Bob Gerbers and Dennis Cashman were also in attendance.

MINUTES FROM NOVEMBER 5, 2014, MEETING

Clerk Charette provided members with a copy of the minutes from the November 5, 2014, meeting.

Clerk Charette noted that the November 5, 2014, meeting minutes should reflect that Glen Schwalbach was present.

M/M by Terry Vertz to approve the minutes from November 5, 2014, with one revision; seconded by Randy Hansen. Motion passed unanimously.

AGRICULTURAL BUSINESS (AB) DISTRICT ORDINANCE DRAFT

Clerk Charette provided members with a copy of the draft ordinance which included comments provided by Aaron Schuette, Brown County Planning. The Commission reviewed Schuette's comments and recommended the following revisions to the draft ordinance:

- 1) Include a definition of horticulture in Sec. 18-01.08. It was noted that "agriculture" and "agricultural use" are already defined in that section.
- 2) Revise the order of sentences in B.1.e) to read:
Only one single family dwelling may be permitted on a parcel zoned Agricultural Business. Single family dwelling shall only be occupied by the owner or manager of said business provided such dwelling has been approved by the Planning Commission and Town Board.
- 3) Eliminate B. 2.e) sales or storage of agricultural byproducts.
- 4) Revise B.2.j) to read "Warehousing or transfer related services of agricultural or horticultural commodities."
- 7) Revise C.1. Lots to read "Minimum area: 5 acres"
- 8) Revise C.1. Lots to read "Minimum frontage" rather than "average width"
- 9) Revise C.2. Setback Regulation to follow the ER-10 District setback distances.
- 10) Include language in this section that differentiates setback requirements for existing lots that currently have buildings on them and those that do not have buildings on them.

Sample language: Setbacks on existing lots of record as of (date of adoption of ordinance) without buildings shall meet the setback requirements listed above. Setbacks of existing lots of record as of (date of adoption of ordinance) with existing or prior buildings shall be not less than the setbacks of existing or prior buildings, and shall be approved by the Town Board.

- 11) Revise Sec. 18-01.09 C.4.g) and Sec. 18-12.06 B. to include the new AB District and review other sections of Code of Ordinance to ensure that the new AB District is cross-referenced.
- 12) Create new section after B.3. Accessory Uses to address site plan review requirement and re-label subsequent paragraphs. See Sec. Chapter 20, Code of Ordinances.

A revised draft will be reviewed by the Commission at its February meeting.

MOBILE TOWER SITING ORDINANCE

Supervisor Van Vonderen provided a copy of the WTA template ordinance to all members. It was explained that the Town may need to adopt a new ordinance due to changes in state law. Van Vonderen explained that when adopting a new ordinance, the Town cannot be more restrictive than what is allowed under state law. Members are to review the template provided in preparation for a future meeting.

TELECOMMUNICATION ANTENNAS & TOWERS ORDINANCE

Supervisor Van Vonderen explained that this existing ordinance may need to be repealed due to changes in state law.

ROCKLAND ROAD STANDARDS

Bob Gerbers provided a copy of the June 5, 2006, Town of Rockland Road Standards that are currently in effect. Gerbers explained that there existing culverts in the Town that are too small to handle the current flow and larger vehicle sizes. Members reviewed the current road standards and recommended the following revisions:

- 1) Under I. Construction of New Roads, the last sentence in paragraph b. should be revised to read: "The minimum size of the culverts shall be determined by an engineer licensed in the state of Wisconsin."

- 2) Under II. Road Construction Specifications, remove paragraphs i. and k.

- 3) Create new Section "III. Driveways" and add the following paragraphs under such section:

- a. Residential culverts for newly constructed driveways or culverts being replaced must be corrugated metal pipe or concrete furnished by property owners. Minimum size shall be 18-inch diameter by 30 feet with end walls unless otherwise determined by the Building Inspector or Town Board. A landowner may hire an engineer at the owner's expense to appeal the size requirement determined by the Building Inspector or Town Board.

b. Agricultural culverts for newly constructed farm driveways or farm field access points or culverts being replaced must be corrugated metal pipe or concrete furnished by property owners. Minimum size shall be 18-inch diameter by 40 feet with end walls unless otherwise determined by the Building Inspector or Town Board. A landowner may hire an engineer at the owner's expense to appeal the size requirement determined by the Building Inspector or Town Board.

4) Create new section "IV. Other Requirements" and add the following paragraphs under such section

a. The Town Board reserves the right to modify any of the above provisions.

b. A permit is required for all culvert construction or culvert replacements.

c. All new or replacement culverts must comply with local and state standards.

d. Any changes to existing roads must comply with the Town of Rockland Road Standards.

5) Change the title to read "Road Standards, Culverts & Private Driveways".

6) Revise Sec. 8-01.02, Rockland Code of Ordinances, to reflect the change in title.

LAND USE PERMIT REQUIREMENT

Gerbers provided sample documents from other municipalities throughout the state that require the issuance of a land use permit prior to the issuance of a building or other permit. Gerbers explained that there are parcels in the Town that may have been split without Town approval or review. Requiring all landowners to obtain this type of permit would require that any future use be reviewed prior to any construction. Gerbers asked the members to review the documents provided in preparation for their next meeting.

FUTURE MEETINGS

The Planning Commission will meet on Tuesday, January 27, 2015, at 7:00 p.m. to review the Comprehensive Plan with Aaron Schuette. The Planning Commission will meet on Tuesday, February 17, 2015, at 7:00 p.m. for a regular meeting.

PUBLIC INPUT

None

ANNOUNCEMENTS & DISTRIBUTION OF CORRESPONDENCE

None

M/M by Randy Hansen to adjourn the meeting; seconded by Glen Schwalbach. Motion passed unanimously. Meeting adjourned at 10:20 p.m.