
Dennis Cashman, Chairman
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PLANNING COMMISSION Minutes from Tuesday, February 17, 2015

Bob Coenen called the meeting to order at 7:02 p.m. Clerk Charette verified that the meeting was properly noticed. All members were present except Sue Zeamer who was excused. Bob Gerbers and Dennis Cashman also were in attendance.

MINUTES FROM JANUARY 7, 2015, MEETING

Clerk Charette provided members with a copy of the minutes from the January 7, 2015, meeting. Randy Hansen requested that numbers 9) and 10) on page two be amended to 11) and 12) to avoid duplication. Hansen also requested that on page two, under Rockland Road Standards, Paragraph 1) be amended to read "Under I." instead of "Under 1."

M/M by Supervisor Van Vonderen to approve the minutes from January 7, 2015, with two corrections; seconded by Supervisor Schwalbach. Motion passed unanimously.

CSM REQUEST FROM CYNTHIA GREAVES AND DICK BINISH, FOR PARCELS R-279, 1201 WRIGHTSTOWN ROAD, AND R-279-2, TETZLAFF ROAD, DE PERE, WI 54115

Steve Zeitler, surveyor and agent for Cynthia Greaves and Richard Binish, reviewed the preliminary Certified Survey Map with the Planning Commission. Zeitler indicated that the two existing parcels, R-279 and R-279-2, are being altered to: 1) place all structures on proposed lot 2; and 2) allow Lot 1 to remain vacant. Zeitler explained that Binish and Greaves have accepted contracts to purchase the two lots from two separate buyers. The purchaser of Proposed Lot 1 intends to build a single family home on the parcel. Zeitler explained that the CSM has been drafted to include right of ways that will meet the wider road requirements. Zeitler further explained that there are no drainage or waterway issues on the two parcels and that a small section of proposed Lot 2 falls under the Village of Wrightstown's extra-territorial plat ordinance.

After discussion, the Commission requested that the proposed CSM be amended to: 1) include 40 foot setbacks from each of the roadways (Tetzlaff and Wrightstown Roads); 2) read that it must meet all local, state, and federal regulations; 3) that final approval of the CSM be contingent upon each of the two lots being rezoned to Estate Residential 10-Acre (ER-10); and 4) that the Village of Wrightstown be added on the signature page for its approval.

M/M by Supervisor Van Vonderen to recommend to the Town Board to approve the CSM with the following conditions: 1) both parcels are required to be in compliance with all local, state, and federal laws; 2) each of the two parcels are required to obtain approval for rezoning from NPWLI to ER-10; and 3) both parcels are required to have 40 foot setbacks from the roadway; 4) the Village of Wrightstown be added to the signature page for their approval; seconded by Lee Anderson. Motion passed 5-0 with Supervisor Schwalbach abstaining.

REQUEST FROM CYNTHIA GREAVES AND DICK BINISH, TO REZONE PARCELS R-279, 1201 WRIGHTSTOWN ROAD, & R-279-2, TETZLAFF ROAD, DE PERE, WI 54115, FROM NON-PARTICIPATING WORKIN LANDS INITIATIVE (NPWLI) DISTRICT TO ESTATE RESIDENTIAL 10 ACRE (ER-10) DISTRICT

M/M by Vicky Van Vonderen to forward the request to rezone Parcels R-279 and R-279-2, from Non-Participating Working Lands Initiative (NPWLI) to Estate Residential 10-acre (ER-10) to the Town Board for approval; seconded by Randy Hansen. Motion passed 5-0 with Supervisor Schwalbach abstaining.

AGRICULTURAL BUSINESS (AB) DISTRICT ORDINANCE

The Planning Commission reviewed the revised ordinance. The following revision was recommended:

Revise Section L. Requirements, #8 to include language that states that “all barrier/berm vegetation shall be maintained in good condition and that any dead vegetation shall be replaced within 12 months.”

M/M by Supervisor Van Vonderen to approve the ordinance with the one revision and have it forwarded to the Town Board for public hearing and adoption; seconded by Terry Vertz. Motion passed 5-0 with Supervisor Schwalbach abstaining.

ROCKLAND ROAD STANDARDS

The Planning Commission reviewed the revised Road Standards and made the following recommendations:

- Change the roman numerals throughout the document to numbers.
- Change the last sentence under I. b. to read, “determined by a professional engineer licensed in the state of Wisconsin.”
- Under section II, change the last sentence of the paragraph a. to read: “the Town of Rockland shall inspect all subgrade prior to the start of the stone placement.”
- Under section II, change the first sentence of paragraph b. to read: “The stone material shall consist of a minimum depth of 12 inches of 3-6 inch breaker run and 6 inches of 1 1/4 –inch Wisconsin Department of Transportation (WDOT) compacted crushed stone material.”
- Change the title in III. Driveways to read, “Driveways in Town Right-of-Way.”

- Change section IV, paragraph b. to add, “in the town right-of-way” at the end of the sentence.

M/M by Supervisor Van Vonderen to forward the revised Town of Rockland Road Standards, Culverts, and Private Driveways to the Town Board for approval; seconded by Lee Anderson. Motion passed 5-0 with Supervisor Schwalbach abstaining.

LAND USE PERMIT REQUIREMENT

Gerbers is working from the Town of Pittsfield form to create a land use permit for the Town. A draft of this form will be provided to members, at the March 31, 2015, meeting for review.

FEMA FIRE PROTECTION AND SAFETY GRANT APPLICATION

Randy Hansen provided a draft of the 2014 Fiscal Year FEMA grant application to the Commission. Based upon discussion, Hansen will revise the application to:

- address changes in the number of parcels requiring address signs;
- address the correct population; and
- address the pay-off of the road and facility loans.

M/M by Lee Anderson to forward the revised 2014 FY FEMA grant application to the Town Board for approval at its March 16, 2015, meeting; seconded by Vicky Van Vonderen. Motion passed 5-0 with Supervisor Schwalbach abstaining.

ANNOUNCEMENTS & DISTRIBUTION OF CORRESPONDENCE

Supervisor Schwalbach distributed an e-mail to County Board Supervisor John Van Dyck regarding the Hedgwood court decision. Legislation is being proposed by the Wisconsin Town’s Association for Towns to have use jurisdiction over parcels in the shoreland zoning area. If a town had shoreland zoning prior to the county shoreland zoning ordinance taking effect, and the town’s ordinance was more restrictive, the current town ordinance would stand. After some discussion, it was noted that Rockland’s ordinance was adopted in 1971 and Brown County’s ordinance was adopted in 1969.

ITEMS INTENDED FOR FUTURE MEETINGS

Cell Tower Ordinance, Land Use Permit

SET NEXT MEETING DATE

The Planning Commission will meet on Tuesday, March 10, 2015, at 7:00 p.m. to have a visionary session with Aaron Schuette. The Planning Commission will meet on Tuesday, March 31, 2015, at 7:00 p.m. for a regular meeting and on Thursday, April 16, 2015, at 7:00 p.m.

ADJOURNMENT

M/M by Vicky Van Vonderen to adjourn the meeting; seconded by Glen Schwalbach.
Motion passed 6-0. Meeting adjourned at 8:23 p.m.

All minutes have been taken truthfully and honestly and to the best of my knowledge and ability.

Jann B. Charette
Clerk

Minutes approved as written/with corrections (**strike one**) by the Planning Commission on March 31, 2015.

Bob Coenen
Planning Commission Chairman