

TOWN OF ROCKLAND

1712 Bob-Bea-Jan Road
De Pere WI 54115

Dennis Cashman, Chairman
Phone: (920) 336-7814
Jann Charette, Clerk
Phone: (920) 336-2814 Fax: (920) 336-5565

PLANNING COMMISSION Minutes from Thursday, June 16, 2016

Bob Coenen called the meeting to order at 7:00 p.m. Clerk Charette verified that the meeting was properly noticed. All members except Lee Anderson and Mike Wier were present. Other members of the public were present as well. Clerk Charette verified that the meeting was properly noticed. Chairman Coenen read the agenda.

MINUTES FROM MAY 12, 2016, MEETING

Clerk Charette provided members with a copy of the minutes from the May 12, 2016, meeting.

M/M by Randy Hansen to approve the minutes from the May 12, 2016, meeting as presented; seconded by Glen Schwalbach. Motion carried.

REVIEW REVISED DRAFT DRIVEWAY ORDINANCE

Bob Gerbers provided a revised draft of the Driveway Ordinance to members. Gerbers explained that the ordinance is meant to address driveways within the Town's right of way. He noted that changes made since the last draft have been highlighted and deleted in this draft. He explained that the language regarding access has been deleted so that this issue can be addressed in a policy versus an ordinance. Gerbers explained that if the access language is placed in an ordinance, enforcement would be required on properties making more than a 60% change to their driveway. Gerbers suggested having the fire department approve those properties that have driveways more than 300 feet via a policy.

Chief Joe Daul, Greenleaf Fire Department, stated that he meets with Wrightstown residents to review and approve driveways. The Town of Wrightstown does not issue a building permit if the resident does not abide by the recommendations of the fire department. Chief Daul questioned why paragraph 5(a) 3. was being deleted from the ordinance. He stated that if you put the fire department's recommendation into a policy it will not be enforceable if the landowner fails to comply. Chief Daul stated that he met with three landowners in Rockland who reside along the Fox River. They informed that if he told them what to do with their driveways, they would comply. Chief Daul would like the language to stay in the ordinance for new driveways. *Rick Hoppnow, Morrison Volunteer Fire Dept., appeared & was in agreement with Chief Daul's comments.*

Discussion was had on whether a policy should be adopted regarding fire access for existing driveways and then adopt the ordinance for new driveways. The policy would focus on educating existing landowners as to why they needed to make their driveways accessible for public safety reasons.

In Section 5(c)1., Chief Daul recommended that the width of a residential driveway be changed to 12 feet rather than 22 feet. He also asked that the “additional standards during the permitting process” be defined by the Town or Fire Department.

After some discussion, members recommended removing “relocation of the driveway” language in paragraph 5(f) and then amending paragraph 4(a) to read as follows:

1. Construct a new driveway;
2. Modify a driveway access in the public right of way;
- 3) Relocate an existing driveway.

M/M by Supervisor Van Vonderen to recommend to the Town Board to approve the Driveway Ordinance as revised contingent upon the Greenleaf Volunteer Fire Department’s and Morrison Volunteer Fire Department’s final review; seconded by Terry Vertz. Motion carried.

As it relates to existing driveways, the Town will use educational materials to inform the public about what is required for driveways longer than 300 feet.

PRELIMINARY REVIEW OF CSM, PARCEL R-313, 1771 WRIGHTSTOWN ROAD, DE PERE, WISCONSIN

Mary and Richard Vande Hei and their engineer, Tim Ambrosius, from CQM, Inc., met with the Planning Commission for a conceptual meeting to discuss the proposed division of parcel, R-313, 1771 Wrightstown Road, De Pere, Wisconsin, which is approximately 26.9 acres in size. The landowners will have CQM submit a Certified Survey Map to the Planning Commission for its July 14, 2016, meeting.

PUBLIC INPUT

Chairman Cashman stated that he found a female beagle on Ryan Road near the intersection of Midway Road.

ANNOUNCEMENTS AND DISTRIBUTION, IF ANY

Clerk Charette provided updated copies of the Rockland Code of Ordinances that should replace the existing copy of the Code.

SET MEETING DATES

The following dates are set for future meetings:

Thursday, July 14, 2016 @ 7:00 p.m. at Rockland Town Hall
Thursday, August 18, 2016 @ 7:00 p.m. at Rockland Town Hall

ADJOURNMENT

M/M by Terry Vertz to adjourn the meeting at 9:37 p.m.; seconded by Bob Coenen. Motion carried.

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


Jann B. Charette, Secretary

Minutes approved ~~as written~~/with corrections (**strike one**) by the Rockland Planning Commission on July 14, 2016.


Bob Coenen, Planning Commission Chairman