

TOWN OF GREEN BAY PLANNING COMMISSION MINUTES

DATE: 3/17/15

TIME: 6:47 p.m.

PRESENT: Bob Boncher, Dawn Goodman, Dianne Jacobs, Gary Jonet, John Metzler, Jack Salewski

ABSENT: Mike Gilson (on vacation).

Others Present: 12: Town Chairman, Lee Dechamps; Town Clerk, Debbie Mercier; Town Supervisor, Cary Dequaine; Mark Sauer of Mead & Hunt; Dustin Wolff of Mead & Hunt; Scott Pfaff, Ron Abts, Pete Mathu, Toni Mertens, Jon Jadin, Steve Heim, Jason Miller. See attached sign in sheet.

APPROVAL OF LAST MEETING'S MINUTES: John Metzler opened the meeting and noted that the meeting notice was properly posted in 3 places. The February 17, 2015 Minutes were reviewed. Gary Jonet made a motion to accept the minutes as presented. Dianne Jacobs seconded the motion. All approved.

(6:49-7:02pm) ISSUE #1: Conditional Use Request #930-J concerning property owned by Scott and Jackie Pfaff at 3068 N. New Franken Rd.:

(A). Add a 30 ft by 50 ft nature pond (2.5 to 3 ft. depth), to be located behind their house.

(B). Add a shallow "French drain" south of their home, aligned with a culvert that runs under County Road T (to follow the natural contour of property), in order to control water flow during heavy rains.

Planning Commission Secretary Dawn Goodman passed out information about French Drains which she had found on the internet. The floor was opened so that the Planning Commission could hear Scott Pfaff explain more in detail what his plans involved. He said it is his opinion that the French Drain system will help with water that currently flows from west to east from the culvert. He hopes to channel it more north-easterly, across the backyard during rain. Planning Commission members questioned who owned the woods behind his parcel. He confirmed that he owns that wooded parcel. He said that the adjoining property owner, Roger Guillette, was ok with the plans. The Planning Commission asked for more information about the pond. He stated the pond will be 30 x 50 feet and for aesthetic and wildlife purposes only. Planning Commission members questioned how deep the pond would be. He stated that the maximum depth of the pond would be 3 feet deep. The floor was closed.

MOTION MADE BY: Dianne Jacobs made a motion to approve and recommend to the Town of Green Bay, the Conditional Use Permit #930-J concerning property owned by Scott and Jackie Pfaff at 3068 N. New Franken Rd. (GB 194):

(A). Add a 30 ft. by 50 ft. nature pond (2.5 to 3 ft. depth), to be located behind their house.

(B). Add a shallow "French drain" south of their home, aligned with a culvert that runs under County Road T (to follow the natural contour of property), in order to control water flow during heavy rain.

MOTION 2NDED BY Bob Boncher. AYES: 6 NAYS: none. ABSTAIN: none. MOTION CARRIED.

The Planning Commission confirmed with Town Clerk Debbie Mercier to add it to the April 14, 2015 Town Board's agenda. A Public Hearing was scheduled for 4/14/15 at 6:50 pm.

(7:03 to 7:04 pm) ISSUE #2: Development of an ordinance addressing parade/procession fees in the town.

Dianne Jacobs made a motion to table this item until the April Planning Commission meeting due to time constraints. Gary Jonet seconded the motion. All agreed.

(7:04 to 7:05 pm) ISSUE #3: Revision /clarification of the DATCP reviewed items of the Town of Green Bay's Farmland Preservation Ordinance.

Dianne Jacobs made a motion to table this item until the April Planning Commission meeting due to time constraints. Gary Jonet seconded the motion. All agreed.

(7:06-9:00 pm) Issue 4: Continuation of the Comprehensive Plan Update: Comprehensive Plan Work Group Meeting 2 with Mead and Hunt representatives.

Mead and Hunt representatives, Dustin Wolff, AICP and Mark Sauer, opened this portion of the meeting by addressing some updated items from the February meeting. Special mention was made concerning Mead & Hunt's suggestion at the last meeting that the Town might want to check into increased road repairs in the upcoming years to take advantage of lower oil prices: Chairman Dechamps stated he had checked with various contractors the Town uses, into prices of road materials to see if they had come down due to the lower oil prices. He was told they have not been lowered because wages were adjusted higher, and so prices remain the same. Dianne Jacobs stated in light of this, it would be wise not to fix anymore roads in addition to those already planned. All agreed.

Then the Mead & Hunt representatives distributed the chapters 5: Housing; Chapter 6: Utilities & Community Facilities; and Chapter 7: Natural, Cultural & Agricultural Features, as well as the 4 corresponding maps for those chapters to be discussed for the evening.

They started by reviewing "Chapter 5: Housing."

1. They felt we may see future demand rise for multi-family housing.
2. Also, due to our proximity to Door County, there may be an increase in seasonal housing demands. They encouraged us to watch the rental units in this respect and actually define what "short term" rentals. They said that the State allows for time regulations to be specified. There was discussion as to how it would be enforced and who would do so. They suggested focusing on nuisances might help in this regard.
3. They encouraged us to re-examine our approach to farmland splits and follow the Conservation by Design Development approach to better preserve critical environmental and historical features.
4. There was discussion about allowing Granny Flats in more zones due to the aging population. Half of those present were supportive of this, half were not due to those situations possibly becoming problematic when the person it was to accommodate no longer lived in the housing.
5. Transfer of Development Rights was explained. There was no discussion on this matter.

"Chapter 6: Utilities & Community Facilities" was reviewed.

1. An additional Fire Station was suggested. Carey Dequaine pointed out that while the town is aware of the need, there are not enough people at this time to service another station.
2. Parkland was discussed briefly. Most expressed the idea that Bay Shore County Park was sufficient because the Town does not want any new parks that it has to take care of. It was suggested the town could work with the County to identify future County park locations here.
3. Stormwater Management was talked about in length due to on-going concerns. The suggestion was made that the town have anything in the future reviewed by an engineer that the Town keeps on standby for review of projects, improvements, developments, etc. The fee for such services would be passed on to the developer and/or those concerned. This would most likely be added to the Planned Residential Development District section of the Zoning Ordinance. Wording and methodology of billing were discussed.

"Chapter 7: Natural, Cultural, and Agricultural Resources" was reviewed.

1. Agricultural Resources was discussed at length. Dianne Jacobs inquired if there is any way to regulate the larger farms in the event that they are bought up by larger international entities that are not required to follow the usual local, state and national environmental standards. It was speculated that the Town would not have many options in such a situation. Those present felt the DNR would be the agency to work with.
2. Agricultural Resource Goals & Objectives was highlighted with emphasis on "Supporting the introduction and operation of agriculture-support businesses which provide farmers & farm families with opportunities for small non-farm business to supplement farm income".
3. Promoting the Family Farm was highlighted, with emphasis on encouraging local & county cooperation on a variety of efforts to improve family farm income.
4. Metallic and Nonmetallic Mineral Resources was highlighted, with emphasis on clarifying if the owners of 4 operating sand and gravel pits are still operating, if they are selling deposits, and obtaining reclamation plans from them.

5. Expansion of our Nature-based Tourism was highlighted, with emphasis on the Niagara Escarpment & the town's several significant creeks and the Bay. They felt the Town has an opportunity to enjoy financial benefits of increased economic development while also preserving the area's environment and sensitive areas. Our abundant natural resources make the Town particularly well-suited to attract growth in nature-based activities like fishing, boating, and wild-life watching. The Town was encouraged to work with the County and the DNR, and enlist the aid of the UWEX (University Extension) to promote the enhancement and possible expansion of the Red Banks Alvar and environmental corridor--especially developing tools and information digitally and in hardcopy format for residents and visitors.
6. Cultural Resources had 4 areas highlighted: Historic Sites and Buildings; Archeological Resources; Special Community Events; and encouraging Cultural Heritage Tourism.

Those present gave opinions on the topics, the Mead & Hunt representatives took notes and said they would adjust the materials accordingly to reflect any issues and changes necessary.

Mead & Hunt representatives then distributed the next round of materials to be covered for the April meeting: "Key Planning Issues"; and they encouraged us to photograph areas we think should be included in the plan. They reminded the group they would not be present for the April meeting and that they would be back for the May meeting.

Other Business: There was no other business to cover at this meeting.

Date & Time of Next Planning Commission Meeting were set: Tuesday April 21, 2015 at 6:45pm. (or as soon as the Town's annual meeting is finished).

Motion to Adjourn Made by: Dianne Jacobs. Gary Jonet seconded. **AYES 6 NAYS:** None. **Motion Carried.**

Time of Adjournment: 9:12 p.m.

Planning Commission Chairperson

Planning Commission Secretary