

Town of Lawrence
Planning and Zoning Board Meeting Minutes
Wednesday, June 12, 2024
Meeting Time 6:00 PM

THIS MEETING WILL BE HELD IN PERSON.

Discussion and/or Action on the following:

1. Call to Order
 - a. Kevin Brienens called the meeting to order at 6:00pm
2. Roll Call
 - a. Present: Larry Boldt, Kyle Treml, Kevin Brienens, Skip Lee, Mike Vande Hei, Katie McCarty
 - b. Excused: Travis Runke
 - c. Staff: Scott Beining, Melissa Mathes
3. Approve Agenda
 - a. Kevin Brienens requested the change of agenda item #13 “Consideration of Draft 2024 Comprehensive Plan Update-Resolution Considering Approval” to be moved to after agenda item # 5.
 - b. Skip Lee made a motion to approve the agenda with the agenda item # 13 “Consideration of Draft 2024 Comprehensive Plan Update-Resolution Considering Approval” to be moved to after agenda item # 5.; seconded by Kyle Treml. Motion carried unanimously.
4. Approve Minutes from the May 8, 2024 meeting.
 - a. Mike Vande Hei made a motion to approve minutes from the May 8, 2024 meeting; seconded by Skip Lee. Motion carried unanimously.
5. Public comments upon matters not on the Agenda.
 - a. No comments.
6. Consideration of Draft 2024 Comprehensive Plan Update – Resolution Considering Approval
 - a. Karl Mueller, Brown County Planning Commission, provided an updated regarding the suggestions/edits from the Planning & Zoning Board.
 - b. Kyle Treml made a motion to table the Draft 2024 Comprehensive Plan Update to the July Planning & Zoning Meeting with board member edits; seconded by Katie McCarty. Motion carried unanimously.
7. Consideration of Conditional Use Permit for Cellular Tower at 1580 Mid Valley Drive, Parcel L-227-A by LCC Telecom Services.
 - a. Scott Beining, Building Inspector/Zoning Administrator, presented the Conditional Use Permit and Mike Bieniek, LCC Telecom Services explained the details of the cellular tower.
 - b. Skip Lee made a motion to move the Conditional Use Permit for Cellular Tower to the Town Board to schedule a public hearing at 1580 Mid Valley Drive, Parcel L-227-A; seconded by Katie McCarty. Motion carried unanimously.
8. Consideration of Zoning Amendment to re-zone from Agricultural Zone (A-1) to Residential (R-1) at 0 Lawrence Drive, Parcel L-461 by Spring Lake Church.

- a. Scott Beining, Building Inspector/Zoning Administrator, presented the re-zone of Parcel L-461. Craig Rose and Jeff Pittman also provided additional details about the future development of this parcel.
 - b. Mike Vande Hei made a motion to table and requested more information for the re-zone from Agricultural Zone (A-1) to Residential (R-1) at 0 Lawrence Drive, Parcel L-461; seconded by Skip Lee. Motion carried unanimously.
9. Consideration of REVISED 3 Lot Certified Survey Map (CSM) at Williams Grant Drive, Parcel L-169 by Vierbicher
 - a. Scott Beining, Building Inspector/Zoning Administrator explained the revision of Lots 1 & 2 widths on the 3 lot CSM.
 - b. Katie McCarty made a motion to approve the 3 Lot CSM at Williams Grant Drive, Parcel L-169; seconded by Mike Vande Hei. Mike Vande Hei, Katie McCarty, Kevin Brienen, and Skip Lee voted AYE. Larry Boldt and Kyle Tremel voted NAY. Vote 4-2. Motion carried.
10. Consideration of Site Plan Review for Commercial Building at 3072 Mid Valley Drive, Parcel L-39-5 by Vierbicher.
 - a. David Meister, Vierbicher, spoke regarding the site plan and the use of the building.
 - b. Kyle Tremel made a motion to approve the site plan for Commercial Building at 3702 Mid Valley Drive, Parcel L-39-5 with the condition to add masonry to the columns on the East side of the building; seconded by Katie McCarty.
 - c. Kyle Tremel amended his motion to include verification of the gate and gate style for the Town Board to approve; seconded by Katie McCarty. Motion carried unanimously.
11. Consideration of Conditional Use Permit for outdoor sports & recreation fields at 2240 Lawrence Parkway, Parcel L-2278, Northeast Wisconsin Rugby Association.
 - a. Joel Ehrfurth, Mach IV and Andy Seveitz, Northeast Wisconsin Rugby Association, both spoke regarding the phases of the project, game structures and future plans.
 - b. Mike Vande Hei made a motion to approve the Conditional Use Permit for outdoor sports & recreation fields at 2240 Lawrence Parkway, Parcel L-2278 with the following conditions: Hours of operation to open at 7:00am. Game start time 8:00am and the last game to end at 10:00pm and close by 11:00pm; seconded by Skip Lee. Motion carried unanimously.
12. Consideration of Site Plan Review for sports fields at Lawrence Parkway, Parcel L-454-3 by Impact Sports Academy.
 - a. Nick VanLanen, Bayland Buildings, and Scott Grohski, Point of Beginnings, spoke regarding the layout, landscape, utility, and construction of the project.\
 - b. Kyle Tremel made a motion to approve the Site Plan Review for sports fields at Lawrence Parkway, Parcel L-454-3; seconded by Mike Vande Hei. Motion carried unanimously.
13. Consideration of Preliminary Plat for Lawrence Parkway 2nd Addition on Parcel L-2279 by Town of Lawrence.
 - a. Scott Beining, Building Inspector/Zoning Administrator, spoke regarding the preliminary plat and the future development.

- b. Kyle Treml made a motion to approve the preliminary plat for Lawrence Parkway 2nd Addition on Parcel L-2279; seconded by Skip Lee. Motion carried unanimously.

14. Consideration of Draft 2024 Comprehensive Plan Update – Resolution Considering Approval

- a. Karl Mueller, Brown County Planning Commission, updated the suggestions/edits from the Planning & Zoning Board.
- b. Kyle Treml made a motion to table the Draft 2024 Comprehensive Plan Update to the July Planning & Zoning Meeting with board member edits; seconded by Katie McCarty. Motion carried unanimously.

15. Staff Updates/Reports

- a. Staff Updates/Reports given.

16. Adjourn.

- a. Katie McCarty made a motion to adjourn the meeting at 8:35pm; seconded by Skip Lee. Motion carried unanimously.

Scott Beining, Zoning Administrator