

**Town of Lawrence
Planning and Zoning Board Meeting Minutes
Wednesday, July 10, 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, Katie McCarty, Kevin Brienens, Skip Lee, and Mike Vande Hei
 - b. Excused: Travis Runke and Kyle Trembl
 - c. Staff: Scott Beining and Melissa Mathes
3. Approve Agenda
 - a. Skip Lee made a motion to approve the agenda; seconded by Mike Vande Hei. Motion carried unanimously.
4. Approve Minutes from the June 12, 2024 meeting.
 - a. Mike Vande Hei made a motion to approve the minutes from the June 12, 2024 meeting; seconded by Katie McCarty. Motion carried unanimously.
5. Public comments upon matters not on the Agenda.
 - a. No comments
6. Consideration of Sign Review for Tru-Power Electrical Solutions at 3415 French Road, Parcel L-78-1 by Covenant Signs & Graphics
 - a. Scott Beining, Building Inspector/Zoning Administrator, explained the project and location of the sign.
 - b. Katie McCarty made a motion to approve the sign for Tru-Power Electrical Solutions at 3415 French Road, Parcel L-78-1; seconded by Skip Lee. Motion carried unanimously.
7. Consideration of Zoning Amendment to re-zone from Agricultural Zone (A-1) to Multi Family Residential (R-3) at 2706 Lawrence Drive, Parcel L-2296 by Town of Lawrence.
 - a. Scott Beining, Building Inspector/Zoning Administrator, presented the re-zone of 2706 Lawrence Drive Parcel L-2296 from A-1 to R-3 for future development.
 - b. Mike Vande Hei made a motion to open the floor at 6:11pm; seconded by Skip Lee. Motion carried unanimously.
 - i. Brad Cavil, 2702 Lawrence Drive
 - ii. Kevin Brienens, Chairperson, asked if there are any other comments. None heard.
 - iii. Mike Vande Hei made a motion to close the floor at 6:17pm; seconded by Skip Lee. Motion carried unanimously.

- c. Katie McCarty made a motion to table the re-zone from A-1 to R-3 at 2706 Lawrence Drive, Parcel L-2296 for more detailed information on future development; seconded by Skip Lee. Motion carried unanimously.
8. Consideration of Site Plan Review for DeLeers Construction L-275-3-1 Nimitz Drive by Martenson and Eisele.
 - a. James DeLeers, DeLeers Construction, presented the project for consolidation of equipment.
 - b. Mike Vande Hei made a motion to approve the Site Plan for DeLeers Construction L-275-3-1 with the following details needed for Town Board: 50' buffer along west property line near residential lots, masonry to continue along the northside of the building, lighting plan, landscape plan, and fencing; seconded by Katie McCarty. Motion carried unanimously.
9. Consideration of Site Plan Review for building and outdoor sports & recreation fields at 2240 Lawrence Parkway, Parcel L-2278, Northeast Wisconsin Rugby Association.
 - a. Matt Goetsch, Northeast Wisconsin Rugby Association, presented the first phase of the project to include utility building and fields.
 - b. Skip Lee made a motion to approve the Site Plan Review for building and outdoor sports & recreation fields at 2240 Lawrence Parkway, Parcel L-2278 with the following details needed for Town Board: stormwater review and Phase II (main building/clubhouse) will need to go back for additional site review approval; seconded by Katie McCarty. Motion carried unanimously.
10. Consideration of Draft 2024 Comprehensive Plan Update – Resolution Considering Approval
 - a. Skip Lee made a motion to approve the draft 2024 Comprehensive Plan Update for Town Board approval; seconded by Katie McCarty. Motion carried unanimously.
11. Staff Updates/Reports
 - a. Staff reports given.
12. Adjourn.
 - a. Katie McCarty made a motion to adjourn the meeting at 7:51pm; seconded by Mike Vande Hei. Motion carried unanimously.

Scott Beining, Zoning Administrator