

**Town of Lawrence**  
**Planning and Zoning Board Meeting Minutes**  
**Wednesday, October 14, 2020**  
**Meeting Time 6:00 PM**

**DUE TO THE COVID-19 PUBLIC HEALTH SITUATION, AND UNDER ADVISEMENT OF THE BROWN COUNTY HEALTH DEPT “PUBLIC HEALTH EMERGENCY COVID-19 ALERT” ISSUED OCTOBER 3, 2020, THIS MEETING WILL BE HELD VIRTUALLY VIA ZOOM ONLY.**

**THIS MEETING WILL NOT BE HELD IN-PERSON**

**This meeting can be accessed virtually or by phone via Zoom.**

**ACCESS INSTRUCTIONS**

**<https://zoom.us> “Join a Meeting” Meeting**

**Meeting ID: 864 6405 0066**

**Passcode: 559708**

**Call 1-312-626-6799 for phone audio access, use meeting ID and password above.**

**Roll Call:** Tonya Wagner called the meeting to order at 6:00pm.

**Chair:** Tonya Wagner, Present

Mike Van Dehei, Present

**Secretary:** Larry Boldt, Present

Dr. Lanny Tibaldo, Present

Travis Runke, Excused

Skip Lee, Present

Brian Peterson, Absent

**Staff:** Scott Beining, Patrick Wetzel, and Tara Czachor, Cindy Kocken, Present

**Discussion and Action on the following:**

**1. Approve Minutes from October 7, 2020 meeting.**

Skip Lee made a motion to approve the minutes from October 7, 2020 meeting. Mike Van Dehei seconded the motion. Motion carried unanimously.

**2. Consideration of Site Review for Commercial Building at 2140 Little Rapids Rd by Bayland Buildings.**

Scott Beining explained the building is being rotated on the parcel to avoid wetlands and flood plain. Wainscot would only be required on 30% of the west side. East side would have American Drive as the frontage. There was a discussion on the American Drive project in the future, as well as a timeframe for the building and future additions.

Tonya Wagner mentioned that the final site plan would need heights, elevations, building heights, whether the loading dock was above the flood plain, storm water plan, and grades. Patrick Wetzel mentioned there would be a regional pond that would be used for stormwater management. David O’Brian with Bayland mentioned there would be 8’ Wainscot on the west. MOTION: Larry Boldt made a motion to conditionally recommend approval of the site review pending drawings showing:

1. Stormwater management plan
2. Civil engineering showing building elevations, prior to issuance of permits
3. Split face wainscot to a height of 8' along South elevation of steel area, along 30' of west elevation, and landscaping plan to enhance the east elevation since building expansion is anticipated on the building
4. Building elevations
5. Lighting plan
6. Future building expansion must also include 8' wainscot to match rest of building

Skip Lee seconded the motion. Motion carried unanimously. The site plan will go to the Town Board meeting Oct. 26<sup>th</sup>, 2020 or whenever plans showing revisions are completed.

### **3. Administrative Staff Report**

Scott Beining mentioned there have been 58 home permits so far in 2020. Gas and Electric are in Lawrence Parkway. Patrick mentioned about 40% of voters had requested an absentee ballot. Cindy briefly discussed the process of absentee voting and voting early for the upcoming election.

### **4. Public comments upon matters not on the Agenda.**

Heaven Postel had questions about her property at 3001 Wm. Grant. The questions pertained to taxes paid, zoning status, buildable area of the property. Scott Beining said he would contact her to address those issues and bring any topics to Planning/Zoning if appropriate.

### **5. Adjourn.**

Dr. Lanny Tibaldo made a motion to adjourn the meeting. Mike Van Dehei seconded the motion. Motion carried. Meeting adjourned at 6:46pm.

*Larry Boldt, Secretary*  
Planning and Zoning Board