

**4Town of Lawrence
Planning and Zoning Board Meeting Minutes
Wednesday, July 12, 2023
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, Travis Runke, Kyle Tremml, Kevin Brienens, Skip Lee, Mike Vande Hei, Katie McCarty.
 - b. Excused: None
 - c. Staff: Scott Beining, Patrick Wetzel, Melissa Mathes
3. Approve Agenda
 - a. Scott Beining made a change to the agenda on Item #7 with the name change of the subdivision from American Rapids Subdivision to Little Rapids Subdivision.
 - b. Skip Lee made a motion to approve the agenda; seconded by Mike Vande Hei. Motion carried unanimously.
4. Approve Minutes from June 14, 2023 meeting.
 - a. Kyle Tremml made a motion to approve the agenda; seconded by Skip Lee. Motion carried unanimously.
5. Public comments upon matters not on the Agenda.
 - a. No one spoke.
6. Consideration of Final Plat Review for Lawrence Parkway 1st Addition by Town of Lawrence.
 - a. Scott Beining reviewed the final plat for Lawrence Parkway 1st Addition that consists of both residential and commercial lots.
 - b. Mike Vande Hei made a motion to approve the Final Plat for Lawrence Parkway 1st Addition, seconded by Travis Runke. Motion carried unanimously.
7. Consideration of Preliminary Plat for American Rapids Subdivision, Parcel L-2184 by Town of Lawrence.
 - a. Scott Beining explained the preliminary plat for the 35-lot subdivision and explained the suggested street name origins.
 - b. Travis Runke made a motion to approve the preliminary plat for American Rapids (changed to Little Rapids Subdivision on item 3); seconded by Kyle Tremml. Motion carried unanimously.
8. Consideration of 2 Lot Certified Survey Map (CSM) at 2851 American Blvd, Parcel L-2191 by Town of Lawrence.
 - a. Scott Beining explained the 2 lot CSM for 2851 American Blvd., plans of future development and existing easements within both lots.

- b. Larry Boldt made a motion to approve the 2 Lot Certified Survey Map; seconded by Katie McCarty. Motion carried unanimously.
- 9. Consideration of 3 Lot Certified Survey Map (CSM) at 2854 American Blvd, Parcel L-2186 by Town of Lawrence.
 - a. Patrick Wetzel explained the 3 lot CSM and the future development plans of each of these lots.
 - b. Skip Lee made a motion to approve the 3 Lot CSM, seconded by Travis Runke. Motion carried unanimously.
- 10. Consideration of 3 Lot Certified Survey Map (CSM) at 0 Williams Grant Drive, Parcel L-169 by Mau & Associates.
 - a. Scott Beining entertained a motion to remove from the table of the 3 lot CSM at 0 Williams Grant Drive, Parcel L-169
 - i. Kyle Trembl made a motion to remove from the table of the 3 lot CSM from last month's meeting, seconded by Skip Lee. Motion carried unanimously.
 - b. Patrick Wetzel explained the discussion from last month's meeting behind the CSM
 - c. Randy from Vierbicher (formerly Mau & Associates) explained the 3 lot CSM, future plans and the 60 ft. easement width.
 - d. Larry Boldt made a motion to deny the 3 Lot CSM based on the same information and the unknown future development plans given; seconded by Kyle Trembl. Motion carried unanimously.
- 11. Consideration of Zoning Amendment to re-zone Lots 1, 2, 3 of the above CSM from Agricultural Zone (A-1) to Residential (R-1) at 0 Williams Grant Drive on Parcel L-169.
 - a. Scott Beining entertained a motion to remove from the table of the Zoning Amendment at 0 Williams Grant Drive, Parcel L-169
 - i. Larry Boldt made a motion to remove the table of the 3 lot CSM from last month's meeting, seconded by Kyle Trembl. Motion carried unanimously.
 - b. Larry Boldt made a motion to deny the rezoning of lots 1, 2, 3 lots based on the denial of agenda item #10; seconded by Travis Runke. Motion carried unanimously.
- 12. Discussion of Room Tax & Short-Term Rental Ordinance.
 - a. Scott Beining explained the need to create an ordinance to provide safe, neighborhood friendly rental spaces. A sample of Village of Howard's short term rental ordinance was presented to the Board.
- 13. Discussion of creation of TID #3
 - a. Patrick Wetzel requested this agenda item be moved ahead of item #12 "Discussion of Room Tax & Short-Term Rental Ordinance.
- 14. Staff Updates/Reports
 - a. Scott Beining presented updates.
- 15. Adjourn.
 - a. Katie McCarty made a motion to adjourn at 7:42pm; seconded by Skip Lee. Motion carried unanimously.

Scott Beining, Zoning Administrator

It is possible that a quorum of the Town Board will be at this meeting to gather information about a subject over which they have decision making responsibility. This constitutes a meeting of the Town Board, pursuant to State ex rel Badke vs. Greendale Village Board. As such, it must be noticed as a Town Board meeting. No formal action will be taken by the Town Board at this meeting.