

**Town of Lawrence
Planning and Zoning Board Meeting Agenda
Wednesday, November 8, 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 Brienien called the meeting to order at 6:00pm.
2. Roll Call
 - a. Present: Larry Boldt, Travis Runke, Kyle Tremml, Skip Lee, Mike Vande Hei, Katie McCarty, Kevin Brienien.
 - b. Excused: None
 - c. Staff: Scott Beining, Patrick Wetzel, Melissa Mathes (via Zoom)
3. Approve Agenda
 - a. Skip Lee made a motion to approve the agenda; seconded by Travis Runke. Motion carried unanimously.
4. Approve Minutes from October 11, 2023 meeting.
 - a. Mike Vande Hei made a motion to approve the minutes from October 11, 2023 meeting; seconded by Kyle Tremml. Motion carried unanimously.
5. Public comments upon matters not on the Agenda.
 - a. No one spoke.
6. Consideration of Sign Review for Fox Communities Credit Union at 1740 Scheuring Road, Parcel L-264-10-1 by Fox Cities Sign LLC.
 - a. Scott Beining, Building Inspector/Zoning Administrator, explained the sign and message board is similar to what was there previously and meets zoning ordinance.
 - b. Skip Lee made a motion to approve the sign review; seconded by Mike Vande Hei. Motion carried unanimously.
7. Consideration of Conditional Use Permit (CUP) for Indoor Sports Facility at Lot 53, 2219 Lawrence Parkway by Sports Emporium.
 - a. Derek Rhodes, Sports Emporium, explained the facility layout and business operations.
 - b. Mike made a motion to recommend a public hearing to the Town Board with the following conditions: No PA system outdoors, outdoor lighting, and hours of operation; seconded by Katie McCarty. Motion carried unanimously.
8. Consideration of Site Plan Review for Indoor Sports Facility at Lot 53, 2219 Lawrence Parkway by Sports Emporium.
 - a. Scott Beining, Building Inspector/Zoning Administrator, reviewed the plans and criteria per Town Ordinance.

- b. Larry Boldt made a motion to approve the Site Plan Review for Indoor Sports Facility at Lot 53, 2219 Lawrence Parkway, seconded by Katie McCarty. Motion Carried unanimously.
- 9. Update on Short-Term Rental Ordinance and Room Tax
 - a. Patrick Wetzel, Town Administrator, provided a status update on the Short Term Ordinance and comments from legal review.
- 10. Staff Updates/Reports
 - a. Scott Beining, Building Inspector/Zoning Administrator and Patrick Wetzel, Town Administrator, provided staff updates.
- 11. Adjourn.
 - a. Katie McCarty made a motion to adjourn the meeting at 7:19pm; seconded by Skip Lee. Motion carried unanimously.

Scott Beining, Zoning Administrator