

Town of Lawrence
Town Board Meeting
Town Hall 2400 Shady Court, De Pere WI 54115
Monday, March 11, 2024
Regular Meeting at 6:30 P.M.

Discussion and Action on the following:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve Agenda
5. Public Comments upon matters not on agenda or other announcements.
6. Consider minutes of February 26, 2024, Town Board Meeting
7. Consideration of payment of due invoices.
8. **Public Hearing:** Conditional Use Permit (CUP) for more than 2 dogs (Town Ord. 107-2) for 991 Hoks Ridge Ln - Parcel L-1642 by Joseph & Jamie DeVos
9. Consideration of Conditional Use Permit (CUP) for more than 2 dogs (Town Ord. 107-2) for 991 Hoks Ridge Ln - Parcel L-1642 by Joseph & Jamie DeVos
10. **Public Hearing:** Ordinance 2024-002 to Create Chapter 240 – Short-Term Rental Ordinance
11. Consideration of Ordinance 2024-002 to Create Chapter 240 – Short-Term Rental Ordinance
12. **Public Hearing:** Ordinance 2024-003 to Amend Town Ordinance 300-14 (J) regarding Berms
13. Consideration of Ordinance 2024-003 to Amend Town Ordinance 300-14 (J) regarding Berms
14. Consideration of Resolution 2024-005 Amending Miscellaneous Fee Schedule – Short Term Rentals
15. Update on Bids Received for Little Rapids Subdivision and Orange Lane Utility Relocation for DOT
16. Consider rescinding approval of Resolution 2024-004 – Sale of Land to Robinson Real Estate
17. Consideration of Change Order #6 for 2023 Sanitary Sewer & Water Main Project – Increase Contract by \$3,051.00 for Additional Pipe Bedding-Mid Valley Drive South Leg
18. Administrator/Staff Reports
19. Future Agenda Items
20. **Closed Session** Pursuant to Ch. 19.85(1)(e) Deliberation or negotiation for the purchase of public properties, the investment of public funds, or the conduct of other specific public business, whenever competitive or bargaining reasons require a closed session (*re: potential Land Sales/Development, including Little Rapids Subdivision*)
21. Return to Regular Open Session for possible action pursuant to Ch. 19.85 (2) of Wisconsin Stats
22. Adjourn

Patrick Wetzel for Dr. Lanny J. Tibaldo

Posted at the following on March 8, 2024,

☒ *Town Hall, 2400 Shady Ct*

☒ *Posted to the Town Website*

Notice to News Media

NOTE: Any person wishing to attend this meeting who, because of disability requires special accommodations, should contact Town Clerk-Treasurer Cindy Kocken, at 920-347-3719 at least 2 business days in advance so that arrangements can be made.

Town of Lawrence
Proceedings of the Regular Town Board Meeting
Town Hall 2400 Shady Court, De Pere WI 54115
Monday, February 26, 2024

1. Call to Order

The meeting was called to order by Chairman Tibaldo at 6:32 p.m.

2. Roll Call

Present In-Person

Chairman: Dr. Lanny Tibaldo

Supervisors: Kevin Brien, Lori Frigo, Kari Vannieuwenhoven, Bill Bain

Others in Attendance: Patrick Wetzel, Administrator; Melissa Hongisto, Deputy Clerk; Scott Beining, Building Inspector/Zoning Administrator; Kurt Minten, Public Works Director; Luke Pasterski, Fire Chief

3. Pledge of Allegiance

4. Approve Agenda

Supervisor Brien made the motion to approve the agenda as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

5. Public Comments upon matters not on agenda or other announcements.

None.

6. Consider minutes of February 12, 2024, Town Board Meeting

Supervisor Bain made the motion to approve the February 12, 2024, Town Board meeting minutes as presented. Supervisor Frigo seconded the motion. The motion carried unanimously.

7. Consideration of payment of due invoices

Supervisor Bain made the motion to approve the due invoices. Supervisor Brien seconded the motion. The motion carried unanimously.

8. Consideration of Resolution 2024-003 Approval to Join Bay Area Room Tax Commission

Supervisor Frigo made the motion to approve Resolution 2024-003 Approval to Join Bay Area Room Tax Commission. Supervisor Vannieuwenhoven seconded the motion. Roll call vote: Supervisor Brien, aye; Supervisor Bain, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously.

9. Consideration of Resolution 2024-004 - Authorizing and Approving the Sale of Land to Robinson Real Estate LLC – Parcel L-2186-2 – American Boulevard

Supervisor Bain made the motion to approve Resolution 2024-004 Authorizing and Approving the Sale of Land to Robinson Real Estate LLC – Parcel L-2186-2 – American Boulevard. Supervisor Brien seconded the motion. Roll call vote: Supervisor Brien, aye; Supervisor Bain, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously.

10. Consideration of Pay Request #3 for 2023 Sanitary Sewer & Water Main Project – Superior Sewer and Water, Inc. - \$122,840.69

Supervisor Brien made a motion to approve Pay Request #3 for 2023 Sanitary Sewer & Water Main Project – Superior Sewer and Water, Inc. - \$122,840.69. Supervisor Bain seconded the motion. The motion carried unanimously.

11. Discussion on Potential Park Committee Ordinance

Discussion was held.

12. Discussion on Strategy and Timing for Capital Vehicle/Equipment Purchase in Coming Year

Supervisor Bain made a motion directing staff to move forward with purchasing a vehicle if a lead comes forward. Supervisor Brienens seconded the motion. The motion carried unanimously.

13. Administrator/Staff Reports

Staff Reports were given.

14. Future Agenda Items

Future Public Hearing on CUP for Dogs on Hoks Ridge Ln

15. Closed Session: No action taken.

16. Return to Regular Open Session for possible action pursuant to Ch. 19.85 (2) of Wisconsin Stats:

No action taken.

17. Adjourn

Supervisor Frigo made the motion at 7:46 p.m. to adjourn the meeting. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Respectfully submitted by,
Melissa Hongisto, Deputy Clerk

Report Criteria:

Detail report.
Invoices with totals above \$.00 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AIA Corporation								
1101	AIA Corporation	3PM3010117	Fire Dept Apparel	02/01/2024	265.71	.00		
1101	AIA Corporation	3PM3053099	Fire Dept Apparel	02/28/2024	197.74	.00		
Total AIA Corporation:					463.45	.00		
AIT Business Technologies, LLC								
869	AIT Business Technologies, LLC	49986	Microsoft Office-Anti Virus	03/01/2024	402.50	.00		
869	AIT Business Technologies, LLC	49987	Server Backup	03/01/2024	199.99	.00		
869	AIT Business Technologies, LLC	49988	IT Services	03/01/2024	629.99	.00		
869	AIT Business Technologies, LLC	49989	Sewer Telephone	03/01/2024	75.00	.00		
869	AIT Business Technologies, LLC	49989	Telephone Service	03/01/2024	150.00	.00		
869	AIT Business Technologies, LLC	49989	Water Telephone	03/01/2024	75.00	.00		
869	AIT Business Technologies, LLC	FT-1119	Fax Line	03/01/2024	12.31	.00		
869	AIT Business Technologies, LLC	FT-1119	SCADA line	03/01/2024	80.25	.00		
Total AIT Business Technologies, LLC:					1,625.04	.00		
Ambrosius Sales & Service								
22	Ambrosius Sales & Service	64275	Chainsaw Maintenance	02/29/2024	275.90	.00		
22	Ambrosius Sales & Service	64395	Chainsaw blade sharpening	03/07/2024	32.00	.00		
Total Ambrosius Sales & Service:					307.90	.00		
Associated Appraisal Consultan, Inc								
31	Associated Appraisal Consultan, I	173108	Town Assessor	03/01/2024	1,461.03	.00		
Total Associated Appraisal Consultan, Inc:					1,461.03	.00		
Badger Meter, Inc								
37	Badger Meter, Inc	80153810	Services	02/28/2024	103.79	.00		
Total Badger Meter, Inc:					103.79	.00		
Best Machine & Repair Inc								
51	Best Machine & Repair Inc	54686	Repair Snowplow	02/16/2024	2,350.00	.00		
Total Best Machine & Repair Inc:					2,350.00	.00		
Clean Water Testing LLC								
102	Clean Water Testing LLC	9008543845	Water Testing	02/22/2024	32.00	.00		
Total Clean Water Testing LLC:					32.00	.00		
Complete Office								
1010	Complete Office	661617	Office Supplies Water	03/06/2024	15.66	.00		
1010	Complete Office	661617	Office Supplies Sewer	03/06/2024	15.65	.00		
1010	Complete Office	661617	Office Supplies General	03/06/2024	31.32	.00		
Total Complete Office:					62.63	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Core & Main LP								
200	Core & Main LP	U345526	Water & Sewer Extension Supplie	02/15/2024	2,166.50	.00		
200	Core & Main LP	U382293	Water & Sewer Extension Supplie	02/15/2024	4,566.80-	.00		
200	Core & Main LP	U383412	Water & Sewer Extension Supplie	02/15/2024	70,379.40	.00		
200	Core & Main LP	U389298	Water & Sewer Extension Supplie	02/16/2024	886.00	.00		
200	Core & Main LP	U390826	Water & Sewer Extension Supplie	02/16/2024	2,096.00	.00		
200	Core & Main LP	U391058	Water & Sewer Extension Supplie	02/16/2024	296.00	.00		
200	Core & Main LP	U395318	Water & Sewer Extension Supplie	02/19/2024	722.18	.00		
200	Core & Main LP	U409362	Water & Sewer Extension Supplie	02/20/2024	91,434.00	.00		
200	Core & Main LP	U410524	Water & Sewer Extension Supplie	02/21/2024	385.00	.00		
200	Core & Main LP	U449485	Water & Sewer Extension Supplie	02/28/2024	1,070.45	.00		
200	Core & Main LP	U455587	Water & Sewer Extension Supplie	02/28/2024	130.00	.00		
Total Core & Main LP:					164,998.73	.00		
Country Visions Cooperative								
106	Country Visions Cooperative	462	Fire Department Supplies	02/08/2024	35.79	.00		
Total Country Visions Cooperative:					35.79	.00		
Diggers Hotline								
125	Diggers Hotline	240 2 19551	WF-Locate Service	02/29/2024	40.89	.00		
125	Diggers Hotline	240 2 19551	SF-Locate Service	02/29/2024	40.89	.00		
Total Diggers Hotline:					81.78	.00		
Earth Development, Inc								
976	Earth Development, Inc	94297	Snow Removal Sidewalks	01/31/2024	400.00	.00		
Total Earth Development, Inc:					400.00	.00		
Fameree Consulting & Inspection								
154	Fameree Consulting & Inspection	1080	Electrical Inspection-Kreite Truck	03/01/2024	182.50	.00		
Total Fameree Consulting & Inspection:					182.50	.00		
Fisher Concrete Sawing, Inc								
972	Fisher Concrete Sawing, Inc	I2024-02-08	Auger Holes for Signs	02/16/2024	150.00	.00		
Total Fisher Concrete Sawing, Inc:					150.00	.00		
General Code								
179	General Code	GC00124899	Codification	03/04/2024	298.75	.00		
179	General Code	GC00124899	Codification	03/04/2024	298.75	.00		
179	General Code	GC00124899	Codification	03/04/2024	298.75	.00		
179	General Code	GC00124899	Codification	03/04/2024	298.75	.00		
Total General Code:					1,195.00	.00		
GFL Environmental								
1015	GFL Environmental	U60000199129	Trash Pick Up	02/20/2024	460.88	.00		
Total GFL Environmental:					460.88	.00		
Gracella Homes LLC								
863	Gracella Homes LLC	23-08-0029	Contractor Deposit Refund-1061	03/05/2024	1,000.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Gracella Homes LLC:					1,000.00	.00		
Kocken Bros Trucking & Excavating								
253	Kocken Bros Trucking & Excavati	022924	Sannes House	02/29/2024	603.07	.00		
Total Kocken Bros Trucking & Excavating:					603.07	.00		
Lakeland Lawn Care								
1129	Lakeland Lawn Care	2024 LAWN SE	Park Lawn Care	03/07/2024	7,826.21	.00		
Total Lakeland Lawn Care:					7,826.21	.00		
McMahon Associates, Inc.								
285	McMahon Associates, Inc.	00933999	Mahogany Condo Pond Project	02/16/2024	582.98	.00		
285	McMahon Associates, Inc.	00934092	Mid Valley Water/Sewer - TID 3	02/19/2024	39,441.18	.00		
285	McMahon Associates, Inc.	00934107	Illicit Discharge	02/20/2024	374.00	.00		
Total McMahon Associates, Inc.:					40,398.16	.00		
Meacham Development								
599	Meacham Development	23-08-0021	Contractor Deposit Refund-2675	03/05/2024	1,000.00	.00		
599	Meacham Development	23-08-0033	Contractor Deposit Refund-2679	03/05/2024	1,000.00	.00		
Total Meacham Development:					2,000.00	.00		
Midwest Meters Inc.								
295	Midwest Meters Inc.	0164644-IN	6 - 3/4" Meters	02/28/2024	2,310.00	.00		
Total Midwest Meters Inc.:					2,310.00	.00		
Minten, Kurt								
258	Minten, Kurt	030824	DNR recertification	03/08/2024	45.00	.00		
Total Minten, Kurt:					45.00	.00		
Nielson Communications Inc.								
1175	Nielson Communications Inc.	AR32391	Fire Dept Supplies	03/04/2024	35.00	.00		
Total Nielson Communications Inc.:					35.00	.00		
Northeast Asphalt Inc.								
311	Northeast Asphalt Inc.	30-00001300	Quarry Park-PickleBall	03/01/2024	4,243.29	.00		
Total Northeast Asphalt Inc.:					4,243.29	.00		
Northeast Wisconsin Technical College								
316	Northeast Wisconsin Technical Co	SFT000012656	Fire Dept Training-Andrew Thiess	02/17/2024	80.00	.00		
Total Northeast Wisconsin Technical College:					80.00	.00		
Oshkosh Fire & Police Equipment								
320	Oshkosh Fire & Police Equipment	193292	Fire Boots	02/27/2024	337.00	.00		
Total Oshkosh Fire & Police Equipment:					337.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Public Service Commission of WI								
939	Public Service Commission of WI	2401-I-03095	Water Rate Case Review	02/15/2024	1,952.92	.00		
Total Public Service Commission of WI:					1,952.92	.00		
ROC Building Systems								
368	ROC Building Systems	23-09-0009	Contractors Deposits-1091 Nutme	03/08/2024	1,000.00	.00		
368	ROC Building Systems	23-09-0010	Contractors Deposits-1095 Nutme	03/08/2024	1,000.00	.00		
Total ROC Building Systems:					2,000.00	.00		
Securian Financial Group, Inc								
944	Securian Financial Group, Inc	002832L-0424	Life Insurance	03/06/2024	294.94	.00		
Total Securian Financial Group, Inc:					294.94	.00		
SI Metals & Supply Inc.								
514	SI Metals & Supply Inc.	282579	Road Supplies	02/26/2024	45.00	.00		
Total SI Metals & Supply Inc.:					45.00	.00		
Superior Sewer & Water Inc.								
1158	Superior Sewer & Water Inc.	L0017-09-23-0	2023 Sewer & Water-Pay Req #3	02/27/2024	122,840.69	122,840.69	02/27/2024	
Total Superior Sewer & Water Inc.:					122,840.69	122,840.69		
Wil-Kil Pest Control								
801	Wil-Kil Pest Control	4817336	Town Hall Pest Control	02/29/2024	63.30	.00		
Total Wil-Kil Pest Control:					63.30	.00		
Wisconsin Rural Water Assn								
476	Wisconsin Rural Water Assn	TECH2024	Tech Conference - Mueller	03/06/2024	295.00	.00		
Total Wisconsin Rural Water Assn:					295.00	.00		
Grand Totals:					360,280.10	122,840.69		

Dated: _____

Town Chairman: _____

Town Supervisor: _____

Clerk/Treasurer: _____

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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Report Criteria:

- Detail report.
- Invoices with totals above \$.00 included.
- Paid and unpaid invoices included.



Agenda Item Review

Meeting Date: 3/11/2024
Agenda Item#: 8-13

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Town Board of Supervisors
REPORT FROM: Scott Beining, Building Inspector/Zoning Administrator
AGENDA ITEM: Staff Report-Planning/Zoning items

Review of Recommendations and Reports from Planning & Zoning Board:

1. **Public Hearing:** Conditional Use Permit (CUP) for more than 2 dogs (Town Ord. 107-2) for 991 Hoks Ridge Ln - Parcel L-1642 by Joseph & Jamie DeVos

Open public hearing.

Hear testimony from public

Close public hearing.

2. Consideration of Conditional Use Permit (CUP) for more than 2 dogs (Town Ord. 107-2) for 991 Hoks Ridge Ln - Parcel L-1642 by Joseph & Jamie DeVos

Town ordinance section 107-2 allows for up to 2 dogs per residential property. Additional dogs are allowed only with the CUP from the Town Board. 2/7/2024 Planning/Zoning committee voted to recommend approval of a CUP with the following conditions: 1) There are no complaints from the neighbors in reference to the dogs. 2) Dogs shall be licensed on an annual basis in accordance with the Town of Lawrence dog license policy. 3) Conditional Use Permit shall remain in effect until such time the additional dog is no longer harbored at 991 Hoks Ridge Lane. At that time, the property will comply with Town Ordinance 107-2. 4) Maximum of 3 dogs harbored on the property. The motion carried unanimously.

We have had many documents of testimony submitted. Some in favor of, some against the keeping of a 3rd dog.

2017 ACT 67 changed the way municipalities look at CUP's. SEE INCLUDED INFO.

Basically, if an ordinance allows for a CUP, a CUP should be issued and the concerns or restrictions should be well explained and laid out within the CUP document. In this case, since there have been complaints prior to the CUP being issued, there MAY BE a legal case to argue that denying the CUP could be considered. However, the best legal path forward may be issuing the CUP with strong conditions which allow for revocation of the CUP if any future issues arise.

3. **Public Hearing:** Amend Town Ordinance 300-14 (J) regarding Berms

Open public hearing.

Hear testimony from public

Close public hearing.

4. Consideration to amend Town Ordinance 300-14 (J) regarding Berms
2/7/2024, P/Z committee voted unanimously to recommend replacing the current ordinance language which requires a CUP for all berms within the town, with the ability of the Building Inspector to issue permits for berms.

DRAFT LANGUAGE

300-14 Fences, Walls, and Berms

J. Berms. A berm (earthen wall) of any type of construction is not permitted in any zoning district without approval by the Town Building Inspector. The following information will be required.

1. An Accessory Building permit will be required for all berms.
2. A site plan noting all elevations and easements. Plans must include engineered plans showing elevations, grades, drainage swales, and easements.
3. All plans must show compliance with Town of Lawrence Stormwater Management Plans and Best Management Practices.

From: [Darren Reschke](#)
To: [Town of Lawrence](#)
Subject: No More Dogs!
Date: Tuesday, February 27, 2024 4:31:57 PM

Darren Reschke
1007 Springfield Drive
De Pere WI 54115

This is pertaining to the conditional use permit for more than 2 dogs at 991 Hoks Ridge Lane.

There are already way too many dogs in this neighborhood. There are 11 or 12 in a one house radius around me. I am tired of hearing dogs bark at all times of the day and night, and this is not an exaggeration, there are 2 on Hoks Ridge barking as I type this at 4:30 in the afternoon. Please survey how many dogs are already on Hoks Ridge to see my point. I would prefer the limit to be reduced to 1 or 0 per household, not increased to more than 2. And they should be kept indoor and on the owners property at all times. I don't need 30 neighborhood dogs using the street light pole in my yard as a bathroom just because it's there, let them destroy their own lawn. Understand that some people like dogs and some don't. And no one can prove a need to have that many dogs. Volunteer at the animal shelter, there are plenty of dogs there.

Thank you

From: [Katherine Lovin](#)
To: [Town of Lawrence](#)
Subject: Joseph and Jamie DeVos
Date: Thursday, March 7, 2024 6:52:41 PM

To whom it may concern:

This email is regarding the permit request for a third dog for Jamie and Joseph DeVos. Myself, Katherine Hedeem, and my husband, Justus Hedeem, have no issues with the request of having a third dog.

Thank you,
Katherine Hedeem
1017 Hoks Ridge

From: [Patrick Wetzel](#)
To: [Laurie Kutter](#); [Town of Lawrence](#)
Subject: RE: 991 Hoks Ridge dogs
Date: Monday, February 26, 2024 1:09:18 PM

Thanks.

Patrick W. Wetzel
Town Administrator

Town of Lawrence, WI
2400 Shady Court
De Pere, WI 54115

Office: (920) 347-3710
Cell: (920) 609-8750
[***patrickw@lawrencewi.gov***](mailto:patrickw@lawrencewi.gov)

From: Laurie Kutter <l_kutter@yahoo.com>
Sent: Monday, February 26, 2024 1:08 PM
To: Patrick Wetzel <patrickw@lawrencewi.gov>; Town of Lawrence <townlaw@lawrencewi.gov>
Subject: RE: 991 Hoks Ridge dogs

Yes

[Sent from Yahoo Mail on Android](#)

On Mon, Feb 26, 2024 at 12:47 PM, Patrick Wetzel
<patrickw@lawrencewi.gov> wrote:

Hi Laurie,

We've received your email and will place it in the public comments file for this CUP request.

Just to confirm, your address is 983 Springfield Dr, correct?

Thanks

Patrick

Patrick W. Wetzel

Town Administrator

Town of Lawrence, WI

2400 Shady Court

De Pere, WI 54115

Office: (920) 347-3710

Cell: (920) 609-8750

patrickw@lawrencewi.gov

From: Laurie Kutter <L_kutter@yahoo.com>

Sent: Saturday, February 24, 2024 9:13 AM

To: Town of Lawrence <townlaw@lawrencewi.gov>

Subject: 991 Hoks Ridge dogs

As a neighbor of these incessantly barking dogs, I can't begin to grasp what special condition would be needed for such a permit. Unless it's to wake us all before sunrise, or before our alarms go off. In that case, well done. They have succeeded.

I have no objection to owning 3 dogs, or even 4. As long as they're quiet. I own one myself, I have fostered, and I rescue. Our neighborhood has lots of dogs. But the constant barking is and always has been an annoyance.

Even if they are required to only have 2 dogs, the constant barking of those 2 would still be a nuisance. Stop the barking!!! Be responsible and courteous dog owners.

[Sent from Yahoo Mail on Android](#)

From: [Lindy Bethke](#)
To: [Town of Lawrence](#)
Subject: Public Hearing for Conditional Use Permit for more than 2 dogs
Date: Saturday, February 24, 2024 7:53:57 PM

Hello-

I am writing regarding the request for a Conditional Use Permit for more than two dogs on Parcel L-1642 at 991 Hoks Ridge Lane by Joseph & Jamie DeVos.

My name is Lindy Bethke and we live at 999 Springfield Drive, De Pere, WI 54115.

We would like to request that the permit NOT be granted to them for more than 2 dogs.

They previously had 3 dogs and they were constantly barking and running around the yard. Every morning around 7-7:30AM we could hear them from our house (a block away) and they would wake us up from all of their barking. They are not well-behaved dogs and are an annoyance to the neighborhood. Things improved after they got rid of the 3rd dog, so I would expect it to get worse again with the addition of another dog.

If people want to have 3 large dogs they should do so out in the country, not in a subdivision with small lots and close neighbors.

Please let me know if you need anything else from me on this.

Thanks,
Lindy

From: mrkbgdg@aol.com
To: [Town of Lawrence](#)
Subject: Board of Supervisors Meeting March 11,2024
Date: Monday, February 26, 2024 12:56:25 PM

This is to serve as written testimony regarding the request for a conditional use permit for more than 2 dogs by Joseph and Jamie DeVos who reside at 991 Hoks Ridge Lane.

We have resided at 1008 Hoks Ridge Lane which is very near the De Vos residence since April 2016.

The De Vos dogs are well trained including wearing bark collars. The dogs are not aggressive and remain in their own yard.

We have no objection and would support their request for the above permit.

Respectfully submitted

Mark Freeman and Denise Freeman
1008 Hoks Ridge Lane
DePere Wisconsin 54115

[Sent from the all new AOL app for iOS](#)

From: [Nick Kolb](#)
To: [Town of Lawrence](#)
Subject: Testimony RE: Conditional Use Permit for more than two dogs Parcel L-1642 Attention: Board of supervisors
Date: Wednesday, March 6, 2024 8:24:06 AM

Town of Lawrence Board
2400 Shady Court De Pere, WI

Hello,

My name is Nick Kolb, and I own the home at:

1023 Hoks Ridge Lane
De Pere, WI 54115

I live 4 houses down from 991 Hoks Ridge Lane, the home in question asking for a conditional use permit to house a 3rd dog on their property at the Monday, March 11th Town Hall meeting.

I, as a homeowner close to the affected lot, fully endorse their ability to receive the permit to have a 3rd dog. While I admit my home is not adjoining to this property, I have had nothing but good interactions with their pets. I go on walks almost daily, and the loop I travel takes me right past this property, and any of the times the dogs have been out in the front yard, they have always been well behaved, and seemingly secured with proper invisible fence collars, as they never leave the yard or driveway, even as I advance past the dogs' "home". Even when I am pulling my 6 and 3 year old children in a wagon by the dogs, they still are well behaved and do not charge up on us or anything like that. Finally, I do not notice any barking that goes on during the day, and I work from home 5 days a week.

Thank you to the board for notifying me and giving me the opportunity to give my feedback on the matter, and again, I fully endorse allowing the property owners at 991 Hoks Ridge Lane to keep all 3 dogs at their property.

Nicholas Kolb
1023 Hoks Ridge Lane
De Pere, WI 54115

From: [Amy Osol](#)
To: [Town of Lawrence](#)
Subject: Dog permit approval
Date: Thursday, March 7, 2024 5:42:03 PM

To Whom it may concern:

We are writing to you regarding the request for the permit for 3 dogs for Jamie and Joe De Vos. We are neighbors down the street and live on Hoks Ridge Ln. After 4 years, taking a dog away from a family would not be the right thing to do and if there were concerns from the other neighbors this should have been done 4 years ago regarding the number of animals. They have made improvements to the situation with the barking and use the bark collars all the time. Since then we have not had any issues or disturbance, but we also live far enough down the street that we are not affected. We hope that there can be an outcome where the De Vos family will be approved of the permit to continue to have 3 dogs, and if there are appropriate changes that can be made to accommodate having the three dogs, as well as to accommodate the other issues we hope those will be done by all parties.

Thanks,
Nik and Amy Osol
954 Hoks Ridge Ln

Jordan and Sandra Marsicek

969 Hoks Ridge Ln

De Pere, WI 54115

To whom it may concern,

I am writing to provide additional comments regarding the Conditional Use Permit for more than two dogs at 991 Hoks Ridge Lane. My husband, my two boys and I have lived on Hoks Ridge Lane for almost seven years. Four years ago, Joe and Jamie De Vos made the decision to add three dogs to their family. We never had any issues or have been bothered by the three dogs. We would hear them bark only when we were outside, and people were walking by. We never heard any barking while inside our house. Recently, the barking stopped since they are now wearing bark collars when they are outside. We have not heard them bark while outside at any point since the bark collars were introduced. The dogs are mostly in the front yard and the front yard has been somewhat damaged due to the dogs running around. Joe De Vos did try to fix the lawn previously and Jamie stated they fully intend to repair the lawn again. We also do not feel that their lawn is decreasing our property value.

In conclusion, we do not feel that taking a dog away from this family after four years is a good solution and believe they should be extended the Conditional Use Permit for more than two dogs. Those dogs have become family and even if they had two dogs, they would still be in the front of the house and could bark as well. The biggest issue was the barking, which has now been resolved.

Please let me know if I can be of any further assistance in this matter.

Respectfully,

Sandra Marsicek

From: [tony hoes](#)
To: [Scott Beining](#)
Cc: [Melissa Mathes](#); [tony hoes](#)
Subject: Follow Up Confirmation
Date: Wednesday, March 6, 2024 10:44:06 PM

Hi Scott,

I just wanted to confirm that you have my wife and I on the record for our earlier comments below....

My wife and I live across the street from Joe & Jamie DeVos, who have applied for a Conditional Use Permit (attached) to allow more than 2 dogs on their property at 991 Hoks Ridge Lane, which opens the door for them to have any number of dogs.

If the Town happens to grant this approval, will there be stipulations tied to this approval?

A number of neighbors have suggested the following stipulations be tied to an approval:

- 1) Maximum limit of the 3 dogs that currently live at 991 Hoks Ridge Lane.
- 2) Bark collars need to be on dogs anytime they're outside.
- 3) If or when the time comes when they no longer have these 3 dogs, the Conditional Use Permit would expire.
- 4) When outside, the dogs are kept in the backyard & the front lawn shall be restored to normal standards.

FYI - I met with Joe DeVos this evening and he said he was onboard with all the stipulations except #4 above. As it relates to #4, Joe said he could keep his dogs in the backyard sometimes, but not all the time.

Please confirm receipt of this email - thanks for your time Scott!

Tony & Genny Hoes
992 Hoks Ridge Lane
920-621-5656
tony.1635@live.com

**ORDINANCE 2024-002 OF THE TOWN OF LAWRENCE, WISCONSIN
TO CREATE CHAPTER 240, SHORT TERM RENTALS,
SECTIONS 240-1 THROUGH 240-12**

Purpose. The purpose of this section is to ensure that the quality of short-term rentals operating within the Town is adequate for protecting public health, safety and general welfare, including establishing minimum standards of space for human occupancy and for an adequate level of maintenance; determining the responsibilities of owners, operators and property managers offering these properties for tourists or transient occupants, to protect the character and stability of all areas, especially residential areas, within the Town; to provide minimum standards necessary for the health and safety of occupant occupying or using buildings, structures or premises; and provisions for the administration and enforcement thereof.

The Town Board of Supervisors of the Town of Lawrence does ordain as follows:

Section 1: Town of Lawrence Ordinance Chapter 240 – Short Term Rentals, Section 240-1 through 240-12.

240-1 Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

CLERK/TREASURER means the Town Clerk/Treasurer of the Town of Lawrence or designee.

CORPORATE ENTITY means a corporation, partnership, limited-liability company, or sole proprietorship licensed to conduct business in this state.

DWELLING UNIT means one (1) or more rooms which are arranged, designed or used as living quarters for one family. Individual bathrooms and complete kitchen facilities, permanently installed, shall always be included for each dwelling unit.

LICENSE means the short-term rental license issued under this section.

OCCUPANT means a corporation, firm, partnership, association, organization and any other group acting as a unit as well as individuals, including an occupant representative, receiver or other representative appointed according to law. Whenever the word occupant is used in any subsection of this section prescribing a penalty or fine, as to partnerships or associations, the word shall include the partners or members hereof, and as to corporations, shall include the officers, agents, or members thereof who are responsible for any violation of such section.

OWNER means the person who owns the residential dwelling that has been rented.

PROPERTY MANAGER means any occupant that is not the property owner and is appointed to act as agent and/or provides property management services to one or more short-term rental.

SHORT-TERM RENTAL means a residential dwelling that is offered for rent for a fee and for fewer than 30 consecutive days, as defined in Wis. Stats., § 66.0615(1)(dk) and (2)(a) and § 66.1014(2)(a) and (d)1.

STATE means the State of Wisconsin Department of Health, or its designee.
Operation of short-term rentals.

240-2 Operation of Short-Term Rentals

- A. No occupant may maintain, manage, or operate a short-term rental for a period of less than 30 consecutive nights without a short-term rental license. Every short-term rental shall be operated by a property owner or property manager.
- B. Each short-term rental is required to have the following licenses and permits:
 - 1. A State of Wisconsin tourist rooming house license;
 - 2. A seller's permit issued by the Wisconsin Department of Revenue pursuant to Wis. Stats., §§ 77.53(3m) and 77.523(1);
 - 3. A room tax permit; and
 - 4. A permit or license issued pursuant to the provisions of this section.
- C. Each short-term rental shall comply with all of the following:
 - 1. The total number of days within license year that the dwelling may be rented, or available for rental shall not exceed 180 consecutive days commencing with the first day of the rental.
 - 2. The property owner or property manager shall notify the Clerk/Treasurer, in writing, when the first rental within a license year begins.
 - 3. No vehicular traffic shall be generated that is greater than normally expected in the residential neighborhood.
 - 4. There shall not be excessive noise, fumes, glare, vibrations generated during the use.
 - 5. Name plates or other signage shall not exceed one square foot. No other signage advertising the short-term rental is permitted on-site. Off-site advertising in media channels relating to the availability of the rental may take place only after all Town, county and state permits and licenses have been obtained.
 - 6. The number of occupants in any unit shall not exceed the limits set forth in the State of Wisconsin Uniform Dwelling Code and other applicable county and Town housing regulations based upon the number of bedrooms in each unit.
 - 7. No recreational vehicles (RVs), camper, tent, or other temporary lodging arrangement shall be permitted on-site as a means of providing additional accommodations for paying guests or other invitees.
 - 8. Any outdoor event held at the short-term rental shall last no longer than one day occurring between the hours of 8:00 a.m. and 10:00 p.m. and only one event per seven-day period. Any activities shall be in compliance with other noise regulations of the Town, Chapter 189.
 - 9. All rentals of the short-term rental shall be subject to payment of the Town of Lawrence room tax at the current applicable rate. Permit holders are responsible for complying with all regulations of the Town Ordinance, Chapter 40.

10. Compliance with all applicable state, county, and local codes and regulations is required.
11. Annual general fire inspection is required prior to issuance or renewal of license.
12. A local property management contact must be on file with the Town at the time of application. The local property manager must be within 25 miles of the short-term rental property and must be available 24 hours a day. The property owner must notify the Town within 24 hours of a change in management contact information for the short-term rental.
13. A short-term rental license will not be issued until the following contingencies have been met:
 - a. License from the county received;
 - b. General building and fire code inspection completed by the Town and no outstanding orders remain.
14. Property manager has been approved and permitted.
15. Short-term rental licenses are issued for a one-year period commencing July 1st through June 30th. Upon approval of this Ordinance the initial licenses will be issued for up to a fifteen-month period commencing on April 1st, 2024, and valid through June 30th, 2025, and must be renewed annually thereafter subject to Town approval or denial.
16. The property owner of the short-term rental shall have appropriate insurance for the home that is used for short-term rental (over and above normal home policy) and provide proof of insurance with the license application and renewal.
17. Each short-term rental shall provide a register and require all guests to register their true names and addresses before beginning occupancy of the short-term rental. The register shall be kept intact and available for inspection by representatives of the Town for at least one year.

240-3 Short-term rental license; property manager permit.

- A. The Clerk/Treasurer shall issue a short-term rental license to all applicants following the approval of an application and the filing of all documents and records required under this section. The application shall also contain the following information:
 1. Identify the property owner with contact information, including mailing address, physical address, and twenty-four-hour phone number;
 2. Identify the property manager with contact information, including mailing address, physical address, and twenty-four-hour phone number;
 3. The maximum days of occupancy for the premises for individual rentals;
 4. The license term; and
 5. State lodging license number, if any.

240-4 Short-term rental license procedure.

- A. All applications for a short-term rental license shall be filed with the Clerk/Treasurer on forms provided. Applications must be filed by the property owner. No permit shall be issued unless the completed application form is accompanied by payment of the required fee.
- B. Each application shall include the following information and documentation for each short-term rental unit:

1. A copy of a State of Wisconsin license for a tourist rooming house license issued under Wis. Stats., § 254.64;
2. A copy of a completed state lodging establishment inspection form dated within one year of the date of issuance or renewal;
3. Proof of insurance;
4. A copy of seller's permit from the department, if any; Floor plan and requested maximum occupancy; Site plan, including available on-site parking; Property management agreement (if applicable); Designation of the property manager.
5. Certification from the property owner that the property meets the requirements of this section;(j) A room tax permit issued by the Town;
6. An employer identification number issued by the Internal Revenue Service.

240-5 Renewal.

- A. Each application for a renewal of a permit or license shall include updated information for the documentation on file with the Clerk/Treasurer and payment of the applicable fee. The Clerk/Treasurer shall verify that the information provided on the renewal application is complete and in accordance with the requirements of this section. The Clerk/Treasurer shall request reports from the Hobart Lawrence Police Department regarding any complaints received, calls for service or actions taken regarding the short-term rental properties. The Clerk/Treasurer shall issue renewal licenses within 30 days of the filing of the application unless the information provided is incomplete or otherwise not in compliance with the requirements of this section and/or the reports from the directed enforcement officer and the Code Enforcement Officer indicate that there are complaints or actions involving the property.
- B. If the Clerk/Treasurer finds that the license or permit should not be renewed, the Clerk/Treasurer shall deny the renewal.
- C. No permit or license shall be issued or renewed unless there is filed with the Clerk/Treasurer a completed fire inspection report by the Town Fire Inspector dated within one year of the issue date.
- D. No permit or license shall be renewed if the applicant or property has outstanding fees, taxes or forfeitures owed to the Town, or is under an order issued by the Code Enforcement Officer, Town Building Inspector/Zoning Administrator, or his designee, to bring the premises into compliance with Town ordinances, unless arrangements for payment have been approved by the Clerk/Treasurer.

240-6 Property manager.

- A. Property manager permit. No occupant may act as a property manager for a short-term rental without a property manager permit issued in accordance with the provisions of this section. The property manager permit shall apply to all short-term rentals for which the property manager has exclusive rights for the rental of the property. The property manager must certify to the Town that each short-term rental operating under the short-term rental license complies with the standards of this section.
- B. Property manager qualifications. To qualify as a property manager the applicant must meet the following requirements:
 1. Be a natural occupant residing in or within 25 miles of the Town or a corporate entity with offices located within 25 miles of the Town.
 2. The applicant does not have pending any criminal charges and has not been convicted

of a felony or misdemeanor of any offense involving dishonesty, fraud, deceit, robbery, the use or threatened use of force or violence upon another.

- C. Each property manager shall be authorized by the property owner to act as the agent for the owner for the receipt of service of notice of violation of this section's provisions and for service of process pursuant to this section and shall be authorized by the owner to allow Town employees, officers and their designees, to enter the owner's property for purposes of inspection and enforcement of this section and/or this Code.

240-7 Standards for short-term rentals.

- A. Each short-term rental shall comply with this section's requirements or any other applicable Town ordinance. Each short-term rental shall comply with the following minimum requirements:
1. One indoor bathroom for every four occupants;
 2. Not less than 150 square feet of floor space for the first occupant thereof and at least an additional 100 square feet of floor space for every additional occupant thereof; the floor space shall be calculated on the basis of total habitable room area. Floor space is determined using interior measurements of each room. Floor space does not include kitchens, bathrooms, closets, garages, or rooms not meeting Uniform Dwelling Code requirements for occupancy. The maximum occupancy for any premises without a separate enclosed bedroom is two people;
 3. Not less than one on-site off-street parking space for every four occupants based upon maximum occupancy;
 4. Safe, unobstructed means of egress from the short-term rental leading to safe, open space at ground level; compliant with requirements SPS 321.03;
 5. Shall have functional smoke detectors and carbon monoxide detectors in accordance with the requirements of Ch. SPS 321, Wis. Adm. Code;
 6. Shall not have an accessible wood-burning fireplace unless the property owner provides a certificate from a properly licensed inspector, dated not more than 30 days prior to submission, certifying that the fireplace and chimney have been inspected and are in compliance with National Fire Prevention Association Fire Code, Chapter 211, Standard for Chimneys, Fireplaces, Vents, and Solid Fuel-Burning Appliances;
 7. Shall not have a hibachi, gas-fired grill, charcoal grill, or other similar devices used for cooking or any other purpose on any balcony, deck or under any overhanging structure or within 10 feet of any structure;
 8. Shall not have a firepit or other similar device used for heating or any other purpose on any balcony, deck or under any overhanging structure or within 20 feet of any structure;
 9. All property managers shall carry casualty and liability insurance issued by an insurance company authorized to do business in this state by the Wisconsin Office of the Commissioner of Insurance, with liability limits of not less than \$300,000 per individual and \$1,000,000 aggregate.
 10. Certification of compliance. As a condition of issuance of a license under this section, the property manager shall certify that each managed property is in compliance with the terms and conditions of the license and this section.

240-8 Room tax.

- A. Each short-term rental shall comply with the room tax reporting requirements of Town Ordinance Chapter 40 and each property manager licensee shall file room tax returns for the managed short-term rentals.
- B. All tax returns and supporting documentation filed with the Clerk/Treasurer are confidential and subject to the protections provided under Town Ordinance 40-11 and Wis. Stats., §§ 66.0615(3) and 77.61.

240-9 Display of permit.

- A. Each license or permit shall be displayed on the inside of the main entrance door of each short-term rental.

240-10 Appeal and license revocation.

- A. The denial of any license or permit application or renewal under this section may be appealed by filing a written appeal request with the Clerk/Treasurer within 10 days of the Town's notice of denial. The appeal shall be heard by the Town Board. The Town Board shall consider the application or renewal and recommendations and may approve or deny the application or renewal.
- B. A license may be revoked by the Town Board for one or more of the following reasons:
 - 1. Failure to make payment on taxes or debt owed to the Town;
 - 2. Failure to make payment on the Town of Lawrence room tax;
 - 3. Three or more calls for police service, building inspection or the Health Department for nuisance activities or other law violations in a twelve-month period as defined in Chapter 189,
 - 4. Failure to comply with annual Town building and/or fire inspection requirements;
 - 5. Failure to maintain all required local, county, and state licensing requirements;
 - 6. Failure to use the property as a short-term rental within 12 months of obtaining the Town license;
 - 7. Failure to comply with any requirements cited within Chapter 240-8 of this chapter;
 - 8. Any violation of local, county, or state laws that substantially harm or adversely impact the predominantly residential uses and nature of the surrounding neighborhood.

240-11 Penalties.

- A. Any occupant who shall violate any provision of this section shall be subject to a penalty as provided in, Chapter 1-3, Violations and Penalties, and in the forfeiture amounts as provided for in the bond schedule for the Town Municipal Court.
- B. Penalties set forth in this section shall be in addition to all other remedies of injunction, abatement or costs whether existing under this section or otherwise.

240-12 Fees.

- A. Fees for any applications, licenses, inspections and/or permits required under this section shall be as set forth in Chapter 175, Licenses and Permits.

Section 2: Severability.

If any provision of this ordinance is found invalid or unconstitutional, or if the application of this Ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or application of this Ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this Ordinance are severable.

Section 3: This amendment to existing, or creation of new, ordinances shall be effective upon passage and publication as provided by Law.

Dated at Town of Lawrence, Wisconsin on this 11th day of March 2024.

TOWN OF LAWRENCE

Introduced by:

Seconded by:

Vote: -ayes, -nay

Town Chairman, Lanny Tibaldo

Attest: _____
Town Clerk, Cindy Kocken

**ORDINANCE 2024-003 OF THE TOWN OF LAWRENCE, WISCONSIN
TO AMEND ORDINANCE SECTION 300-14 (J) – Fence, Walls and Berms**

Purpose: The purpose of this Ordinance is to amend the current code regarding berms.

The Town Board of Supervisors of the Town of Lawrence do ordain as follows:

Section 1: Town of Lawrence Ordinance Section 300-14 (J) is hereby repealed and replaced to read as follows:

J. Berms. A berm (earthen wall) of any type of construction is not allowed in any zoning district without approval by the Town Building Inspector. The following information will be required.

- (1) An Accessory Building permit application will be required for all berms.
- (2) A site plan noting all elevations and easements. Information must include engineered plans showing elevations, grades, drainage swales, and easements.
- (3) All plans must show compliance with Town of Lawrence Stormwater Management Plans and Best Management Practices.

Section 2: Severability

If any provision of this ordinance is found invalid or unconstitutional, or if the application of this Ordinance to any person or circumstances is invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the other provisions or application of this Ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this Ordinance are severable.

Section 3: This amendment to existing ordinances shall be effective upon passage and publication as provided by Law.

Passed by the Town Board of Supervisors of the Town of Lawrence, Wisconsin on this 11th day of March 2024.

TOWN OF LAWRENCE

Introduced by:

Seconded by:

Vote: -ayes, -nays

Town Chairman, Lanny Tibaldo

Attest: _____
Town Clerk, Cindy Kocken

TOWN OF LAWRENCE
RESOLUTION 2024-005 AUTHORIZING TO AMEND THE
MISCELLANEOUS FEE SCHEDULE

WHEREAS, the Town of Lawrence wishes to amend the existing Miscellaneous Fee Schedule;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Lawrence Board of Supervisors adopts the following Miscellaneous Fee Schedules to be effective April 1, 2024:

Town of Lawrence Miscellaneous Fee Schedule
--

Board of Appeals	\$250.00	
Certified Survey Map	\$75.00	
Conditional Use Permit	\$250.00	
Planned Unit Development Project Review	\$1,000.00	
Plat Review (Includes 3 Reviews)	\$350.00	\$50.00 per additional reviews
Rezoning	\$250.00	
Sign Review	\$75.00	
Site Review Application	\$200.00	
Zoning Letter/Letter of Special Assessments	\$25.00	

LIQUOR/CIGARETTE LICENSE		
Class A Beer License	\$150.00	
Class B Beer License	\$100.00	
Class A Liquor License	\$500.00	
Class B Liquor License	\$300.00	
Class C Wine License	\$100.00	
Operator's License	\$30.00	
Picnic License	\$10.00	
Reserve Class B License	\$10,000.00	
Provisional Liquor License	\$15.00	
Cigarette License	\$100.00	
Publication Fee	\$40.00	

Dog Licenses		
Male or Female	\$10.00	
Spayed Female or Neutered Male	\$5.00	
Kennel License <i>*Requires Conditional Use Permit</i>	\$75.00	\$4.00 per dog over 12

COPIES		
Black & White	\$0.25	
Color	\$0.50	

COMPREHENSIVE PLAN BOOK		
Per Copy	\$40.00	

Town of Lawrence Miscellaneous Fee Schedule

STORM WATER MANAGEMENT REVIEW

Storm Water Utility Fee	\$13	per ERU
Basic Drainage Plan (less than 1 acre)	\$300.00	
Site Plan w/ Storm Water Management Review (Includes 2 reviews)	\$500.00	1-2 acres
	\$800.00	2.1-5 acres
	\$1,200.00	5.1-10 acres
	\$2,000.00	10.1-20 acres
	Engineer hourly rate	Over 20 acres
Subdivision (Includes 2 reviews)	\$800.00	Plus \$40.00 per Lot
Additional Charges will be billed for more than 2 reviews at Engineer's hourly rate		

Permits

Chicken Permit	\$30.00	New
	\$10.00	Renewal
Waste Treatment & Disposal Storage Permit	\$1,000.00	
Well Operation Permit	\$50.00	
Short Term Rental Permit	\$500.00	New
	\$500.00	Renewal
Short Term Rental Permit-Additional Unit	\$250.00	per unit
Short Term Rental Permit-Property Manager Application	\$100.00	New
	\$100.00	Renewal

MINING FEES

Explosive Use Permit Fee	\$500.00	Initial Fee
	\$500.00	Annual Fee
Temporary Explosives Permit Fee	\$200.00	
Non-Metallic Mining Permit Fee	\$1,000.00	
	\$1,000.00	Renewal
	\$500.00	With Changes

MANUFACTURED HOME

Permit for Outside of Park	\$25.00	
Park License Fee	\$100.00	

CEMETARY FEES

Purchase Plot/Perpetual Care	\$550.00	
Excavation/Location	\$100.00	Plus Labor
Stone Location	\$25.00	

COMMUNITY ROOM RENTAL

Residents	\$100.00	5 hour rental
Non-Residents	\$175.00	5 hour rental
Government Agencies/Non-Profit Organizations	Fee Exempt	
Security Deposit	\$150.00	**refundable if found in good condition
Additional Hours - Residents	\$15.00	per Hour
Additional Hours - Non-Residents	\$25.00	per Hour

Town of Lawrence Miscellaneous Fee Schedule

PARK FACILITY RENTAL		
QUARRY PARK		
Residents	\$75.00	
Non-Residents	\$100.00	
Security Deposit	\$100.00	<i>**refundable if found in good condition</i>
Ball Diamond #1	\$10.00	
Ball Diamond #2	\$10.00	

Private Watermain Fees		
Annual Watermain leak detection each April	\$0.10 per foot	
Operate/Inspect Hydrants	\$10 each	
Operate Valves every 2 years	\$10 each	
Sandblast, prime, repaint hydrants (8-10 years)	\$125 each	

Approved and adopted at a regular Town Board meeting on March 11, 2024.

Introduced by:

Seconded by:

Vote: Aye
 Nay

Lanny Tibaldo, Town Chairman

Attest: _____
Cindy Kocken, Town Clerk



Agenda Item Review

Meeting Date: 3/11/2024

Agenda Item#: 15

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzel, Town Administrator
AGENDA ITEM: **Update on Bids Received for Little Rapids Subdivision and Orange Ln Utility Relocate**

FISCAL IMPACT:

- | | |
|------------------------------|------------|
| 1. Is there A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | Yes |

Item History: The Town has solicited construction bids on March 6th and March 7th for two infrastructure projects: Little Rapids Subdivision and Orange Lane Utility Relocation for DOT/I-41 interchange project.

We will propose action on these bids at the next Town Board meeting, Monday March 25th, but will review the preliminary info at this Town Board meeting.

Little Rapids Subdivision will be a 35 lot subdivision on land currently owned by the Town, in between Carpenter South subdivision (Sabal Oak/Tambour) and the land owned by the West De Pere School District for a future elementary school. The Town intends to finance and construct the roads and utilities, and will seek ways to sell lots for this summer when the work is planned to be completed.

11 bids were received on this project with the apparent low bidder being Calnin & Goss (Appleton). Review is under way on the submitted bids and qualifications.

Orange Lane Utility Relocation is necessary to move the Town's existing water/sewer lines at Orange Lane and Mid Valley Drive to accommodate the upcoming new interchange to be constructed in 2025 with the I-41 project. The DOT will reimburse the great majority of the costs of this relocation, with the main exception being any necessary new laterals for future development in the corridor.

4 bids were received (deep sanitary sewer work is involved, which we've found will lessen the number of interested bidders usually) and the apparent low bidder is PTS Contractors. Review is under way on the submitted bids and qualifications.

Both projects apparent low bidders came in well below the budget estimates for costs, which is a positive.

Recommended Action: Summary discussion of bids received, will recommend approvals at March 25th Town Board meeting.



Agenda Item Review

Meeting Date: 3/11/2024

Agenda Item#: 16

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzel, Town Administrator
AGENDA ITEM: **Consider RESCINDING Approval of Resolution 2024-004 – Approve Sale of Land/Dev Agrmt with Robinson Real Estate LLC– L-2186-2 – American Boulevard**

FISCAL IMPACT:

- | | |
|------------------------------|-----|
| 1. Is there A Fiscal Impact? | N/A |
| 2. Is it Currently Budgeted? | N/A |

Item History: The Town had been in discussion with Robinson Real Estate for some time related to a potential development of a new commercial building in 2024 on approximately 3.5 acres on American Boulevard. The proposed building is over 18,000 sq ft according to the concept plan submitted.

With a tentative agreement reached, Resolution 2024-004 was presented to the Town Board to consider approving this sale/development. The resolution was approved at the 2/26/24 meeting and communicated to Robinson Real Estate in the affirmative.

Subsequent to the approval and communication, we were notified that Robinson Real Estate would like to request approval to construct the building on land they've already owned on Yellow Briar, immediately east from the Robinson DP-1 facility, and not on American Boulevard.

This building is proposed as private storage and use and not proposed to be affiliated with Robinson operations across the street.

As Robinson Real Estate has now submitted a request for conditional use approval for the Yellow Briar property, it is proper for the Town Board to consider rescinding approval of Resolution 2024-004, so that the potential land sale on American Boulevard is not hanging around unresolved during the Yellow Briar CUP review.

Also, if another suitable project comes into focus for the Town-owned land on American Blvd, we would be free to consider selling it to another entity at that time.

Recommended Action: Recommend **rescinding** approval of Resolution 2024-004 Authorizing and Approving the Sale of Land to Robinson Real Estate LLC and Development Agreement – Parcel L-2186-2 on American Boulevard.



Agenda Item Review

Meeting Date: 3/11/2024

Agenda Item#: 17

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzol, Town Administrator
AGENDA ITEM: **Consideration of Change Order #6 – Mid-Valley Sewer/Water Project – Superior**

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes, within contingency amounts

Item History:

McMahon has reviewed and drafted a proposed change order #6 to account for added stone needed due to soil conditions around new sewer pipe with this project. Additional pipe bedding is needed on the southern leg of Mid Valley Drive sewer pipe, south of Little Rapids Road.

Change Order 6: Add \$3,051 to contract due to additional pipe bedding necessary because of soil conditions on the southern leg of Mid Valley Drive sanitary sewer.

This is similar to the additional pipe bedding that's been necessary for Change Orders 4 and 5, along Little Rapids Road.

Recommended Action: Recommend approval of Change Order #6 – 2023 Sewer & Water Project in the amount of \$3,051 for Superior Sewer & Water – additional pipe bedding for 12" sewer along Mid Valley Drive – south of Little Rapids Road.



February 27, 2024

Superior Sewer and Water, Inc.
1801 Deer Trail
Luxemburg, WI 54217

Re: Town of Lawrence
2023 Sanitary Sewer & Water Main Construction
Change Order #6
McM. No. L0017-09-23-00310

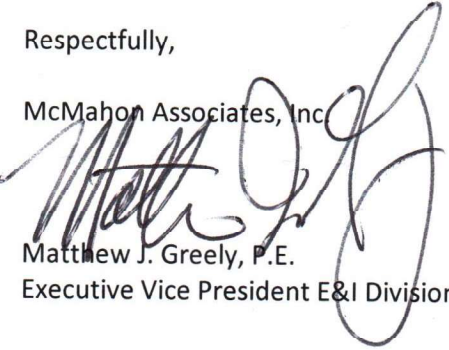
Enclosed herewith is Change Order #6 for the above referenced project. This change is an increase to the Contract in the amount of \$3,051.00. The current Contract Price is \$2,080,252.08.

Please review and sign in the space provided. **Return all copies to our office.** We will obtain the Owner's signature and distribute accordingly.

Should you have any questions, please contact our office at your convenience.

Respectfully,

McMahon Associates, Inc.


Matthew J. Greely, P.E.
Executive Vice President E&I Division

MJG:mck

Enclosure: Change Order #6

McMAHON

ENGINEERS ARCHITECTS

McMAHON ASSOCIATES, INC.

1445 McMAHON DRIVE P.O. BOX 1025
NEENAH, WI 54956 NEENAH, WI 54957-1025
TELEPHONE: 920.751.4200
FAX: 920.751.4284

CHANGE ORDER

SUPERIOR SEWER AND WATER, INC.
1801 Deer Trail
Luxemburg, WI 54217

Contract No. L0017-09-23-00310
Project File No. L0017-09-23-00310
Change Order No. Six (6)
Issue Date: February 27, 2024
Project: Town of Lawrence 2023 Sanitary
Sewer & Water Main Construction

You Are Directed To Make The Changes Noted Below In The Subject Contract:

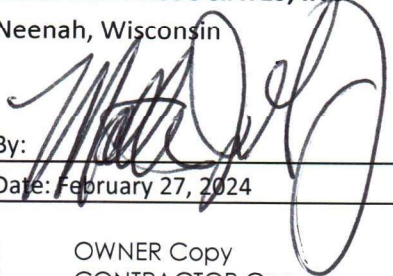
	(Item Description)	(Price)
5.1	Use of additional pipe bedding due to poor soils for 12-inch sanitary sewer on Mid Valley Drive (Max. depth 3-ft, max. width 4.5-ft) @ \$16.95/Ton ((180 x 3 x 4.5)/27) x 2 x 16.95.....ADD	+ \$3,051.00
TOTAL		+ \$3,051.00

The Changes Result In The Following Adjustments:

	CONTRACT PRICE	TIME
Prior To This Change Order	\$2,077,201.08	- days
Adjustments Per This Change Order	+ \$3,051.00	0 days
Current Contract Status	\$2,080,252.08	- days

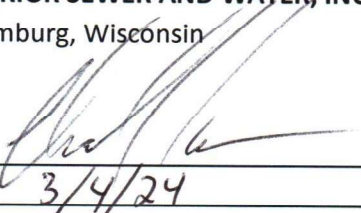
Recommended:

McMAHON ASSOCIATES, INC.
Neenah, Wisconsin

By: 
Date: February 27, 2024

Accepted:

SUPERIOR SEWER AND WATER, INC.
Luxemburg, Wisconsin

By: 
Date: 3/4/24

Authorized:

TOWN OF LAWRENCE
Brown County, Wisconsin

By: _____
Date: _____

- ☐ OWNER Copy
- ☐ CONTRACTOR Copy
- ☐ ENGINEER Copy (Contract Copy)
- ☐ FILE COPY

Four (4) Copies Should Accompany This Change Order
Execute And Return To ENGINEER For Distribution