

Town of Lawrence
Planning and Zoning Board Meeting Minutes
Wednesday, January 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 Brienen called the meeting to order at 6:01pm
2. Roll Call
 - a. Present: Larry Boldt, Travis Runke, Kyle Treml, Kevin Brienen, Skip Lee, and Mike Vande Hei
 - b. Excused: Katie McCarty and Patrick Wetzell
 - c. Staff: Scott Beining and Melissa Mathes
3. Approve Agenda
 - a. Skip Lee made a motion to approve the agenda; seconded by Kyle Treml. Motion carried unanimously.
4. Approve Minutes from the December 13, 2023 meeting.
 - a. Travis Runke made a motion to approve the minutes from the December 13, 2023 meeting; seconded by Mike Vande Hei. Motion carried unanimously.
5. Public comments upon matters not on the Agenda.
 - a. No public comments.
6. Consideration of Site Plan Review for Building Addition at 1641 Sand Acres Dr, Parcel L-660 by Paradym LLC.
 - a. Mike Kohlbeck, McMahon, provided an update on the project one (1) story addition on the northwest corner of building with relocation of utilities.
 - b. Skip Lee made a motion to approve the site review for building addition at 1641 Sand Acres, Parcel L-660 with compliance with current 30-foot setback of the building; seconded by Kyle Treml. Motion carried unanimously.
7. Consideration of Zoning Amendment to re-zone Parcel L-86 from Estate Residential (ER) to Business (B1) and Parcel L-91-1 from Business (B1) to Limited Industrial (L-1) by TSRK Investments LLC.
 - a. Scott Beining, Building Inspector/Zoning Administrator explained the zoning districts in that area and future development.
 - b. Kyle Treml made a motion to approve the zoning amendment to re-zone Parcel L-86 from Estate Residential (ER) to Business (B1) and Parcel L-91-1 from Business (B1) to Limited Industrial (L-1); seconded by Travis Runke. Motion carried unanimously.
8. Consideration of Conditional Use Permit (CUP) in B1 zoning district for Storage Units at 3511 French Road, Parcel L-86 by JN Investment Properties, LLC.
 - a. Scott Beining, Building Inspector/Zoning Administrator explained the use of storage unit project on Parcel L-86.

- b. Larry Boldt made a motion to approve the Conditional Use Permit (CUP) in B1 zoning district for Storage Units recommending the following conditions:
 - i. No outside storage
 - ii. Down light between the buildings only
 - iii. Fence and gate in the front of the building
 - iv. Full masonry on the exterior facing the highway
 - v. 50' wrap of masonry and 4' high on South and North buildings
 - vi. Hours of Operation – Closed Midnight to 4:00am
 - vii. Landscaping on South side of building
 - viii. Signage to comply with Town Ordinance

Seconded by Mike Vande Hei. Motion carried unanimously.

- 9. Consideration of Site Plan Review for Storage Units at 3536 Miners Way, Parcel L-1593 by JN Investment Properties LLC.
 - a. Neil Schiesel, JN Investment Properties, explained project along with the construction phases.
 - b. Kyle Treml made a motion to approve the Site Plan Review for Storage Units at 3536 Miners Way, Parcel L-1593; seconded by Travis Runke. Motion carried unanimously.
- 10. Consideration of Sign Review at 3536 Miners Way, Parcel L-1593 by JN Investment Properties LLC.
 - a. Scott Beining, Building Inspector/Zoning Administrator, explained sign placement.
 - b. Skip Lee made a motion to approve the Sign Review at 3536 Miners Way, Parcel L-1593; seconded by Mike Vande Hei. Motion carried unanimously.
- 11. Consideration to reschedule February Planning & Zoning meeting.
 - a. Scott Beining, Building Inspector/Zoning Administrator requested to reschedule February Planning & Zoning from February 14
 - b. Kyle Treml made a motion to reschedule February Planning & Zoning meeting from February 14 to February 7, 2024.
- 12. Consideration of recommendation to adopt Short-Term Rental Ordinance.
 - a. Kyle Treml made a motion to recommend adoption of Short-Term Rental Ordinance; seconded by Mike Vande Hei. Motion carried unanimously.
- 13. Staff Updates/Reports
 - a. Staff reports given.
- 14. Adjourn.
 - a. Skip Lee made a motion to adjourn the meeting at 7:37pm; seconded by Mike Vande Hei. Motion carried unanimously.

Scott Beining, Zoning Administrator