

**Town of Lawrence**  
**Proceedings of the Regular Town Board Meeting**  
**Town Hall, 2400 Shady Court, De Pere WI**  
**Monday, January 22, 2024**

**1. Call to Order**

The meeting was called to order by Chairman Tibaldo at 6:33 p.m.

**2. Roll Call**

**Present In-Person**

Chairman: Dr. Lanny Tibaldo

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

Others in Attendance: Patrick Wetzel, Administrator; Cindy Kocken, Clerk-Treasurer; Scott Beining, Building Inspector/Zoning Administrator; Kurt Minten, Public Works Director; Luke Pasterski, Fire Chief

**3. Pledge of Allegiance**

**4. Approve Agenda**

Supervisor Brienens made the motion to approve the agenda as presented. Supervisor Bain seconded the motion. The motion carried unanimously.

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

None.

**6. Consider minutes of the January 8, 2024, Town Board Meeting:**

Supervisor Vannieuwenhoven made the motion to approve the January 8, 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 as presented. Supervisor Brienens seconded the motion. The motion carried unanimously.

**8. Review of Recommendations and Reports from Planning & Zoning Board:**

**a. Consideration of Final Plat Review of Little Rapids Subdivision on Parcel L-2184 by the Town of Lawrence.**

Supervisor Bain made the motion to approve the Final Plat review of Little Rapids Subdivision on Parcel L-2184 by the Town of Lawrence as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

**b. Consideration of Site Plan Review for Building Addition at 1641 Sand Acres Dr, Parcel L-660 by Paradym LLC:**

Supervisor Bain made the motion to approve the site plan review for building addition at 1641 Sand Acres Dr, Parcel L-660 by Paradym LLC as presented. Supervisor Frigo seconded the motion. After more discussion Supervisor Bain amended his motion to include a 30-foot setback as required in the Ordinance. Supervisor Frigo seconded the amended motion. The motion carried unanimously.

**c. Consideration to Set a Public Hearing date for 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:**

Supervisor Frigo made the motion to set the public hearing date for February 12, 2024, 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. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

**d. Consideration to Set a Public Hearing date for Conditional Use Permit (CUP) in B1 zoning district for Storage Units at 3511 French Road, Parcel L-86 by JN Investment Properties, LLC:**

Supervisor Brienen made the motion to set the public hearing date for February 12, 2024, for the request for a Conditional Use Permit (CUP) in B1 zoning district for Storage Units at 3511 French Road, Parcel L-86 by JN Investment Properties, LLC. Supervisor Bain seconded the motion. The motion carried unanimously.

**e. Consideration to Set a Public Hearing for Creation of Short-Term Rental Ordinance:**

Supervisor Vannieuwenhoven made the motion to set the public hearing date for February 26, 2024, for the creation of the Short-Term Rental Ordinance. Supervisor Bain seconded the motion. The motion carried unanimously.

**9. Consideration to Set a Public Hearing for Creation of Hotel, Motel and Room Tax Ordinance:**

Supervisor Vannieuwenhoven made the motion to hold a public hearing on February 12, 2024 for the creation of Hotel, Motel and Room Tax Ordinance. Supervisor Frigo seconded the motion. The motion carried unanimously.

**10. Consideration of Quotes for New Pickleball Courts and Resurfacing Basketball Court at Quarry Park:**

Supervisor Bain made the motion to approve the cost of \$191,925 for new pickleball courts, resurfacing the trail, resurfacing the basketball court, and fencing at Quarry Park as presented. Supervisor Brienen seconded the motion. The motion carried unanimously.

**11. Consideration of Resolution 2024-001 – Authorizing and Approving the Sale of Land to Northeast Wisconsin Rugby Foundation, Inc. – Parcel L-2278 – Lawrence Parkway:**

Supervisor Brienen made the motion to approve Resolution 2024-001 – Authorizing and Approving the Sale of Land to Northeast Wisconsin Rugby Foundation, Inc. – Parcel L-2278 – Lawrence Parkway as presented. Supervisor Bain seconded the motion. Roll call vote: Supervisor Brienen, aye; Supervisor Bain, aye; Supervisor Vannieuwenhoven, aye; Supervisor Frigo, aye; Chairman Tibaldo, aye. The motion carried unanimously.

**12. Administrator/Staff Reports**

Staff reports were given.

**13. Future Agenda Items:**

- a. Public Hearing on February 12, 2024, for Creating Hotel, Motel, and Room Tax Ordinance
- b. Public Hearing on February 26, 2024, for Creating Short Term Rental Ordinance
- c. Public Hearing on February 12, 2024, for Re-zone request for 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
- d. Public Hearing on February 12, 2024, for request for Conditional Use Permit (CUP) in B1 zoning district for Storage Units at 3511 French Road, Parcel L-86 by JN Investment Properties, LLC

**14. Closed Session:** No action taken.

**15. Return to Regular Open Session for possible action pursuant to Ch. 19.85 (2) of Wisconsin Stats:**  
No action taken.

**16. Adjourn:**

Supervisor Frigo made the motion at 8:22pm to adjourn the meeting. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

Respectfully submitted by,  
Cindy Kocken, Clerk-Treasurer