

Town of Lawrence
Planning and Zoning Board Meeting Minutes
Wednesday, April 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 Brienens called the meeting to order at 6:00pm
2. Roll Call
 - a. Present: Larry Boldt, Travis Runke, Kyle Treml, Kevin Brienens, Skip Lee, Mike Vande Hei, Katie McCarty
 - b. Excused:
 - c. Staff: Scott Beining, Patrick Wetzel, Melissa Mathes
3. Approve Agenda
 - a. Patrick Wetzel announced that agenda items #13 & 14 will be moved to the May Planning & Zoning Meeting.
 - b. Skip Lee made a motion to approve the agenda; seconded by Travis Runke. Motion carried unanimously.
4. Approve Minutes from the March 13, 2024 meeting.
 - a. Katie McCarty made a motion to approve the minutes from the March 13, 2024 meeting; seconded by Mike Vande Hei. Motion carried unanimously.
5. Public comments upon matters not on the Agenda.
 - a. No one spoke.
6. Consideration of Sign Review for Northeast Asphalt at 1950 Scheuring Rd., Parcel L-260 by Appleton Sign.
 - a. Scott Beining, Building Inspector/Zoning Administrator, discussed the sign application. Maggie Wildenberg, Appleton Sign, discussed the sign design and placement.
 - b. Travis Runke made a motion to approve the Sign Review for Northeast Asphalt at 1950 Scheuring Road, Parcel L-260; seconded by Kyle Treml. Motion carried unanimously.
7. Consideration of Sign Review for Blue Reef Holdings LLC at 1358 Mid Valley Dr., Parcel L-221 by Jones Sign Co. Inc.
 - a. Scott Beining, Building Inspector/Zoning Administrator, discussed the sign application. Sarah Peters, Jones Sign, discussed the sign design and placement on both the building and monument sign.
 - b. Skip Lee made a motion to approve the Sign Review for Blue Reef Holdings LLC at 1358 Mid Valley Dr., Parcel L-221; seconded by Kyle Treml. Motion carried unanimously.
8. Consideration of Site Plan Review for Commercial Building at 2842 American Blvd, Parcel L-2186-1 by Bayland Buildings.

- a. Scott Beining, Building Inspector/Zoning Administrator, reviewed the building in regards to Town Ordinances and stormwater management compliance.
 - b. David O'Brien, Bayland Buildings, review
 - c. Mike Vande Hei made a motion to approve the site plan review for commercial building at 2842 American Blvd, Parcel L-2186-1 with consideration on exterior materials comply with Town Ordinance; seconded by Skip Lee. Motion carried unanimously.
9. Consideration of Site Plan Review for Storage Building at 1633 Yellow Briar Dr., Parcel L-651 by Lorrigan Construction.
- a. Scott Beining, Building Inspector/Zoning Administrator, explained the project along with the exterior building materials.
 - b. Ryan Lorrigan and Ben Bukowiec explained the building is for personal use and not associated with Robinson Metal. They will keep as many trees as possible on the property to
 - c. Katie McCarty made a motion to approve the site plan review for Storage Building at 1633 Yellow Briar Dr., Parcel L-651; seconded by Mike Vande Hei. Motion carried unanimously.
10. Consideration of Conditional Use Permit for Commercial Parking Garage (B-1 Zoning) at 1665 Yellow Briar, Parcel L-652 by Best Built Inc.
- a. Scott Beining, Building Inspector/Zoning Administrator, explained how this type of business requires a conditional use noted in the Town Ordinance.
 - b. Craig Kasner, VHC, explained the business's intent on the use of the building would be for parking limousine/car service.
 - c. Travis Runke made a motion to approve the Conditional Use Permit for Commercial Parking Garage (B-1 Zoning) at 1665 Yellow Briar, Parcel L-652 with the following condition: 1. No outside storage; seconded by Kyle Treml. Motion carried unanimously.
11. Consideration of Site Plan Review for Commercial Building Remodel at 1665 Yellow Briar, Parcel L-652 by Best Built Inc.
- a. Scott Beining, Building Inspector/Zoning Administrator, reviewed the exterior materials and the alterations for the existing building.
 - b. Skip Lee made a motion to approve the Site Plan Review for Commercial Building Remodel at 1665 Yellow Briar, Parcel L-652; seconded by Katie McCarty. Motion carried unanimously.
12. Consideration of Zoning Amendment to re-zone from Agricultural Zone (A-1) to Residential Zone (R-2) in Little Rapids Subdivision for Lots 1-9 by Town of Lawrence.
- a. Mike Vande Hei made a motion to approve the Zoning Amendment to re-zone from Agricultural Zone (A-1) to Residential Zone (R-2) in Little Rapids Subdivision for Lots 1-9; seconded by Skip Lee. Motion carried unanimously.
13. Consideration of Zoning Amendment to re-zone from Agricultural Zone (A-1) to Residential Zone (R-1) in Little Rapids Subdivision for Lots 10-35 by Town of Lawrence.

- a. Kyle Treml made a motion to approve the Zoning Amendment to re-zone from Agricultural Zone (A-1) to Residential Zone (R-1) in Little Rapids Subdivision for Lots 10-35; seconded by Katie McCarty. Motion carried unanimously.
14. Public Hearing: Draft 2024 Comprehensive Plan Update
 - a. Travis Runke made a motion to open the public hearing at 6:46pm; seconded by Kyle Treml. Motion carried unanimously.
 - b. Mike Vande Hei made a motion to suspend the public hearing to the May 8, 2024 Planning & Zoning Board Meeting at 6:50pm; seconded by Skip Lee. Motion carried unanimously.
 15. Consideration of Draft 2024 Comprehensive Plan Update – Resolution Considering Approval
 - a. Patrick Wetzal provided an update on the Comprehensive Plan since the public hearing was suspended.
 - b. No action taken.
 16. Staff Updates/Reports
 - a. Staff Updates/Reports were given.
 17. Adjourn.
 - a. Katie McCarty made a motion to adjourn the meeting at 7:21pm; seconded by Mike Vande Hei. Motion carried unanimously.

Scott Beining, Zoning Administrator