



PLAN COMMISSION AGENDA

Tuesday, September 6, 2016 6:00 p.m.
Town Hall - 1900 W. Grand Chute Blvd.

1. Roll Call.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Approval of Minutes – August 16, 2016 meeting.
5. Public Input.
6. Community Development Director's Report.
7. **Site Plan Amendment SPA1-00-01** – Request by Metro Drive, LLC, 245 Metro Drive, to replace an existing multi-tenant pylon sign with a new multi-tenant pylon sign. **Action:** Approve/deny SPA1-00-01.
8. **Site Plan Amendment SPA1-00-85** – Request by OMSAI, LLC, dba Budget Inn of Appleton, 1032 S. Westland Drive, to replace an existing pylon sign with a new pylon sign. **Action:** Approve/deny SPA1-00-85.
9. **Site Plan Amendment SPA1-00-96** – Request by AbbyBank, 1500 N. Casaloma Drive, to replace an existing pylon sign with a new pylon sign. **Action:** Approve/deny SPA1-00-96.
10. Adjournment.

A quorum of the Town Board, Park Commission, Police and Fire Commission, Board of Appeals, and Licensing Committee may be present at this meeting. No official action of these bodies will be taken.

Accommodation Notice-Any person requiring special accommodation who wishes to attend this meeting should contact (**Administration at 832-1573**) at least 48 hours in advance.

GRAND CHUTE PLAN COMMISSION MINUTES

August 16, 2016

Members Present: Chairman Dave Schowalter, Commissioners Bruce Sherman, Robert Stadel, Julie Hidde, Vivian Huth, Duane Boeckers, Pam Crosby, John Weber

Members Absent: none

Also Present: James March, Town Administrator; Thomas Marquardt, Public Works Director; Karen Heyrman, Deputy Public Works Director; Julie Wahlen, Finance Director/Treasurer; Bob Heimann, IT Director; Robert Buckingham, Community Development Director; Michael Patza, Town Planner; other interested parties (audience attendance = approx. 15)

1. **ROLL CALL**

Chairman Schowalter opened the meeting at 6:00 p.m.

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA.**

Motion (Huth/Sherman) to approve the agenda. Motion carried, all voting aye.

4. **APPROVAL OF MINUTES** – AUGUST 4, 2016 MEETING.

Motion (Stadel/Boeckers) to approve the minutes. Motion carried, all voting aye.

5. **PUBLIC INPUT** – None.

6. **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT** – No report.

7. **PUBLIC HEARING #1** – DESIGNATION OF NEW PARKLAND AND ADDING A NEW PARK ON THE TOWN OF GRAND CHUTE OFFICIAL MAP, SAID PARK TO BE LOCATED IN THE TOWN CENTER AREA.

Planner Patza provided background on the park planning process. Town staff, the Park Commission and the Park Development Committee worked with ECWRPC in the development of a Concept Plan for the new park. Public input was provided through an online survey and a workshop. The concept plan provides guidance on property conditions, locations of active vs. passive/natural areas, and identifies some facilities/uses that have been deemed as priorities for the park. Once the parkland is officially designated, a master plan will be completed. Initial site development could begin in 2017.

Chairman Schowalter opened Public Hearing #1 at 6:05 p.m.

Jim Pleuss, 1400 Woodstone Drive, spoke in support of providing pickle ball courts at the new park. He provided information on the growing popularity of the sport and the need for more courts in our community.

Mark Beggs, 4362 N. Bull Rush Drive, said the park would essentially be in his backyard and that it was his understanding the land between him and Town Hall could not be developed because of DNR rules. He expressed concern for possible park lighting and questioned what would be done to ensure that park patrons don't trespass on private property.

In response to Mr. Beggs, Planner Patza advised that parkland area behind the Bull Rush Drive properties cannot be actively used because of environmental conditions. At most, a boardwalk trail could be installed. He noted that there is a substantial tree line barrier now and the Town plans to add more

trees. With regard to park lighting and ball diamonds, there is no definite plan for this use at the park. A final determination would be reached during completion of the master plan. In response to additional questions by Mr. Beggs, Planner Patza noted that parking areas would be located on the land directly north of Town Hall, and that other Town-owned land on Grand Chute Blvd. is being planned for uses other than parkland and parking.

Laura Jorgenson, 1921 W. Barley Way, stated that when they purchased their property, they were told the land to the south was wetlands and would not be developed. She expressed concern for noise and lights associated with the park and stated her opinion that the Town-owned land on Grand Chute Blvd. would be a better location for a baseball field.

In response to Ms. Jorgenson, Planner Patza noted that the northern half of the parkland is predominantly wetlands and is proposed to remain a natural area with trails. He also noted that the Town recognizes the need for more baseball fields in the community, but no decision has been made as to whether the proposed park is the right location for this use.

Lynelle Weber, 2939 W. Roselawn Court, spoke in support of adding more pickle ball courts and preserving existing wetlands.

In response to Ms. Weber, Director Marquardt stated that there are courts at Arrowhead Park and Patriot Park, and that the Town will explore how and where to add more courts.

Tad Campana, 2233 W. Barley Way, expressed his support for the new park and for building two baseball fields.

Travis Thyssen, 2235 Fraser Fir Lane, presented additional background on the Park Commission's efforts to build and operate a park that meets the needs of the community while addressing concerns of neighbors.

Motion (Hidde/Sherman) to close Public Hearing #1 at 6:22 p.m. Motion carried, all voting aye.

8. **PARKLAND DESIGNATION AND MAPPING** – DESIGNATION OF NEW PARKLAND AND ADDING A NEW PARK ON THE TOWN OF GRAND CHUTE OFFICIAL MAP, SAID PARK TO BE LOCATED IN THE TOWN CENTER AREA.

Motion (Sherman/Hidde) to recommend approval for the designation of a new Town park located on Outlot 32 of the recorded plat of White Hawk Meadows III and Lot 4 of CSM 4941, and for adding the park to the Town of Grand Chute Official Map. Motion carried, all voting aye.

9. **CONCEPT PLAN FOR NEW TOWN PARK** – ACCEPTANCE OF CONCEPT PLAN FOR NEW PARK TO BE LOCATED IN THE TOWN CENTER AREA.

In response to a question from Commissioner Sherman, Director Marquardt explained that the concept plan is just a first step in development of a final master plan for development of facilities and uses. It is a high level perspective of opportunities and limitations in park development. Comments received at the public hearing will now be added to the concept plan, for consideration when during completion of the master plan.

Motion (Hidde/Sherman) to accept the Concept Plan for a new park to be located in the Town Center area. Motion carried, all voting aye.

10. **SITE PLAN AMENDMENT (SPA1-00-00)** – REQUEST BY APPLETON AREA SCHOOL DISTRICT AND WISCONSIN CONNECTIONS ACADEMY, 350 W. CAPITOL DRIVE, FOR INSTALLATION OF A NEW MONUMENT SIGN.

Motion (Stadel/Sherman) to approve the Site Plan Amendment (SPA1-00-00) requested by Appleton Area School District and Wisconsin Connections Academy, 350 W. Capitol Drive, for installation of a new monument sign. Motion carried, all voting aye.

11. **SITE PLAN AMENDMENT (SPA2-00-91)** – REQUEST BY VISION HOSPITALITY LLC, DBA BEST WESTERN FOX VALLEY INN, 3033 W. COLLEGE AVENUE, TO MODIFY AN EXISTING PYLON SIGN BY REPLACING AN EXISTING SIGN CABINET WITH A NEW SIGN CABINET.

Motion (Hidde/Huth) to approve the Site Plan Amendment (SPA2-00-91) requested by Vision Hospitality LLC, dba Best Western Fox Valley Inn, 3033 W. College Avenue, to modify an existing pylon sign by replacing an existing sign cabinet with a new sign cabinet. Motion carried, all voting aye.

12. **CONDO PLAT (CP-01-16)** – REQUEST BY GCW INVESTMENTS, LLC, 4810 N. INDIGO LANE, TO APPROVE THE REVISED PLAT OF EDGEWOOD ACRES CONDOMINIUM SOUTH

Director Buckingham advised that after the Condo Plat and Site Plan were approved, the project engineer discovered an error in floodplain elevations that required revisions to both documents. The net effect of the revision is the elimination of one unit and the shortening of one roadway.

Motion (Huth/Crosby) to recommend approval of the revised plat of Edgewood Acres Condominium South (CP-01-16). Motion carried, all voting aye.

13. **SITE PLAN (SP-06-16)** - REQUEST BY GCW INVESTMENTS, LLC, 4810 N. INDIGO LANE, TO APPROVE THE REVISED SITE PLAN FOR CONSTRUCTION OF 29 SINGLE-FAMILY DETACHED HOMES AND ASSOCIATED SITE IMPROVEMENTS.

Motion (Sherman/Hidde) to approve the revised Site Plan (SP-06-16) requested by GCW Investments, LLC, 4810 N. Indigo Lane, for development of Edgewood Acres Condominium South, subject to approval of revised Condo Plat CP-01-16. Motion carried, all voting aye.

14. ADJOURNMENT.

Motion (Sherman/Boeckers) to adjourn at 6:30 p.m. Motion carried, all voting aye.

Respectfully Submitted,

Tracy Olejniczak/BB
Community Development Secretary

**Town of Grand Chute
Site Plan Amendment Review
Metro Drive, LLC**

To: Plan Commission
From: Michael Patza, Town Planner
Date: September 1, 2016
Address: 245 Metro Drive

App. #: SPA1-00-01

REQUEST

- 1. Proposed Use(s):** Continued commercial retail use
- 2. Project Description:** Replace an existing multi-tenant pylon sign with a new multi-tenant pylon sign
- 3. Plat/CSM Accurate parcel lines/lot recorded:** Yes

ANALYSIS

Applicant proposes to replace the existing multi-tenant sign at this location with a new multi-tenant pylon sign. The new sign will be 25' in height and 193 sq. ft. in size. The existing sign will be removed and the new sign will be relocated to the south side of the property. All code requirements are met with this request.

RECOMMENDATION

Staff has reviewed and supports Plan Commission approval of the Site Plan (SPA1-00-01) requested by Metro Drive, LLC, 245 Metro Drive, to replace an existing multi-tenant pylon sign with a new multi-tenant pylon sign.

SPA1-00-01 -- 245 Metro Drive



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SALES REP: MIKE J	DATE: 6-7-2016	QUOTE NUMBER: 10418	JOB NUMBER: XX-XXX
SALES AUTH:		REVISION: 6-14-2016-A	

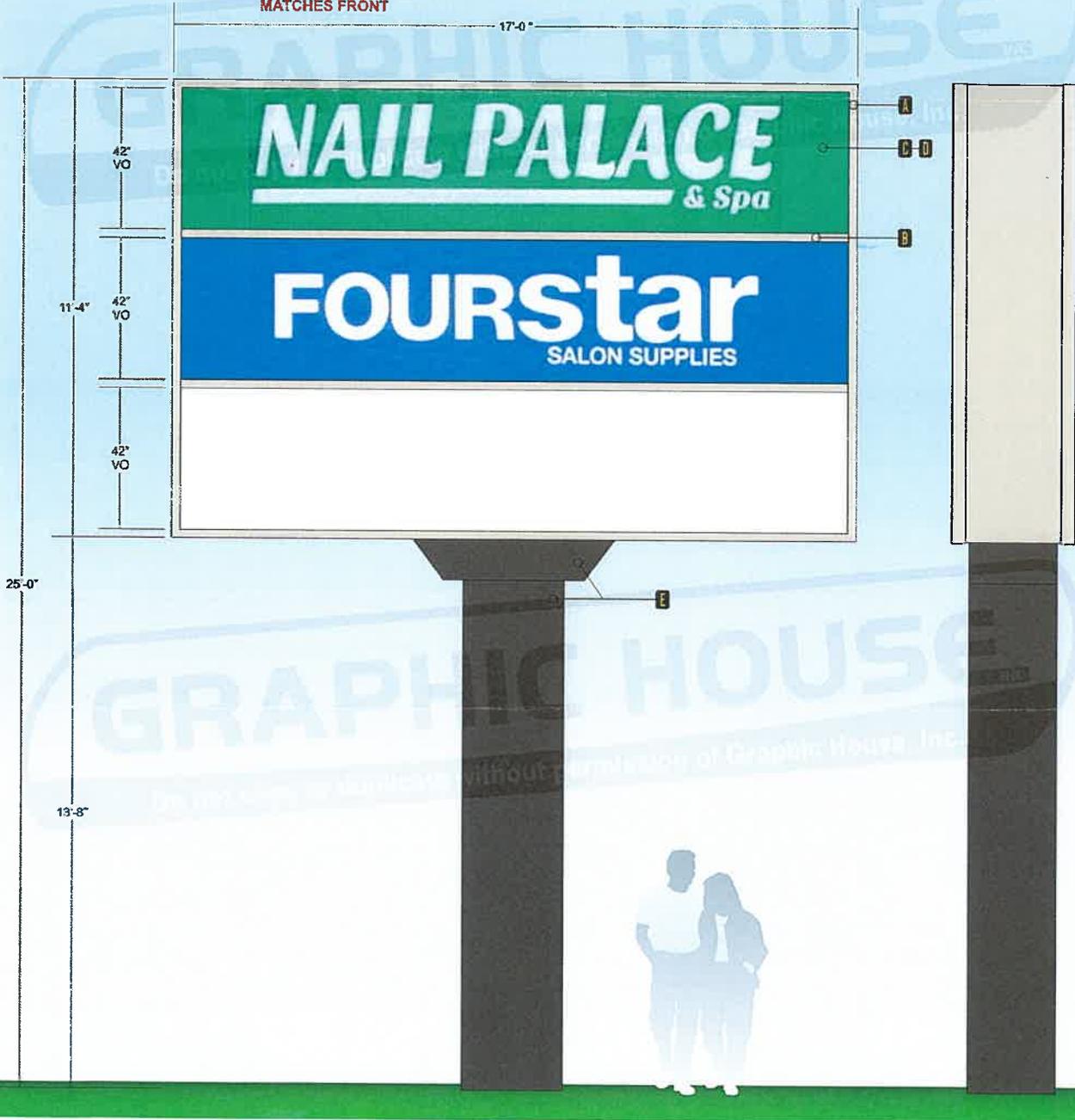
- (1) 1/2" LIT PYLON
- A ALUM. FORMED SIGN CABINET
LIT w/ WHITE LED'S
- B T-BAR DIVIDERS
- C WHITE POLYCARBONATE FACES
- D DOUBLE PRINTED VINYL GRAPHICS w/ LAMINATE
- E ALUM. FORMED CLASBRG

- P1 - Matthews 25A-3P
Antique Ivory
- P2 - Matthews 39A-1A
Le Sabre

VECTORIZED FILES RQ'd
FOR ALL TENANT GRAPHICS

19345

OPPOSITE SIDE
MATCHES FRONT



CLIENT HAS IDENTIFIED THE LOCATION IN WHICH THE SIGNAGE IS TO BE INSTALLED. THE CLIENT HAS THE SOLE RESPONSIBILITY FOR THE STRUCTURAL INTEGRITY OF ALL EXISTING STRUCTURES TO SUPPORT THE SIGNAGE.

ALL RIGHTS RESERVED

THIS IS A PRELIMINARY DESIGN. GRAPHIC HOUSE INC. IS NOT RESPONSIBLE FOR ANY CHANGES TO THE DESIGN OR FOR ANY DAMAGES TO PROPERTY OR PERSONS. THE CLIENT HAS THE SOLE RESPONSIBILITY FOR THE STRUCTURAL INTEGRITY OF ALL EXISTING STRUCTURES TO SUPPORT THE SIGNAGE.

GRAPHIC HOUSE

INCLUDES THE SIGN CABINET, SIGNAGE, AND GRAPHICS. GRAPHICS ARE NOT INCLUDED. THE CLIENT HAS THE SOLE RESPONSIBILITY FOR THE STRUCTURAL INTEGRITY OF ALL EXISTING STRUCTURES TO SUPPORT THE SIGNAGE.

**Town of Grand Chute
Site Plan Amendment Review
OMSAI, LLC, dba Budget Inn of Appleton**

To: Plan Commission

From: Michael Patza, Town Planner

Date: September 1, 2016

Address: 1032 S. Westland Drive

App. #: SPA1-00-85

REQUEST

- 1. Proposed Use(s):** Continued motel use
- 2. Project Description:** Replace an existing pylon sign with a new pylon sign
- 3. Plat/CSM Accurate parcel lines/lot recorded:** Yes

ANALYSIS

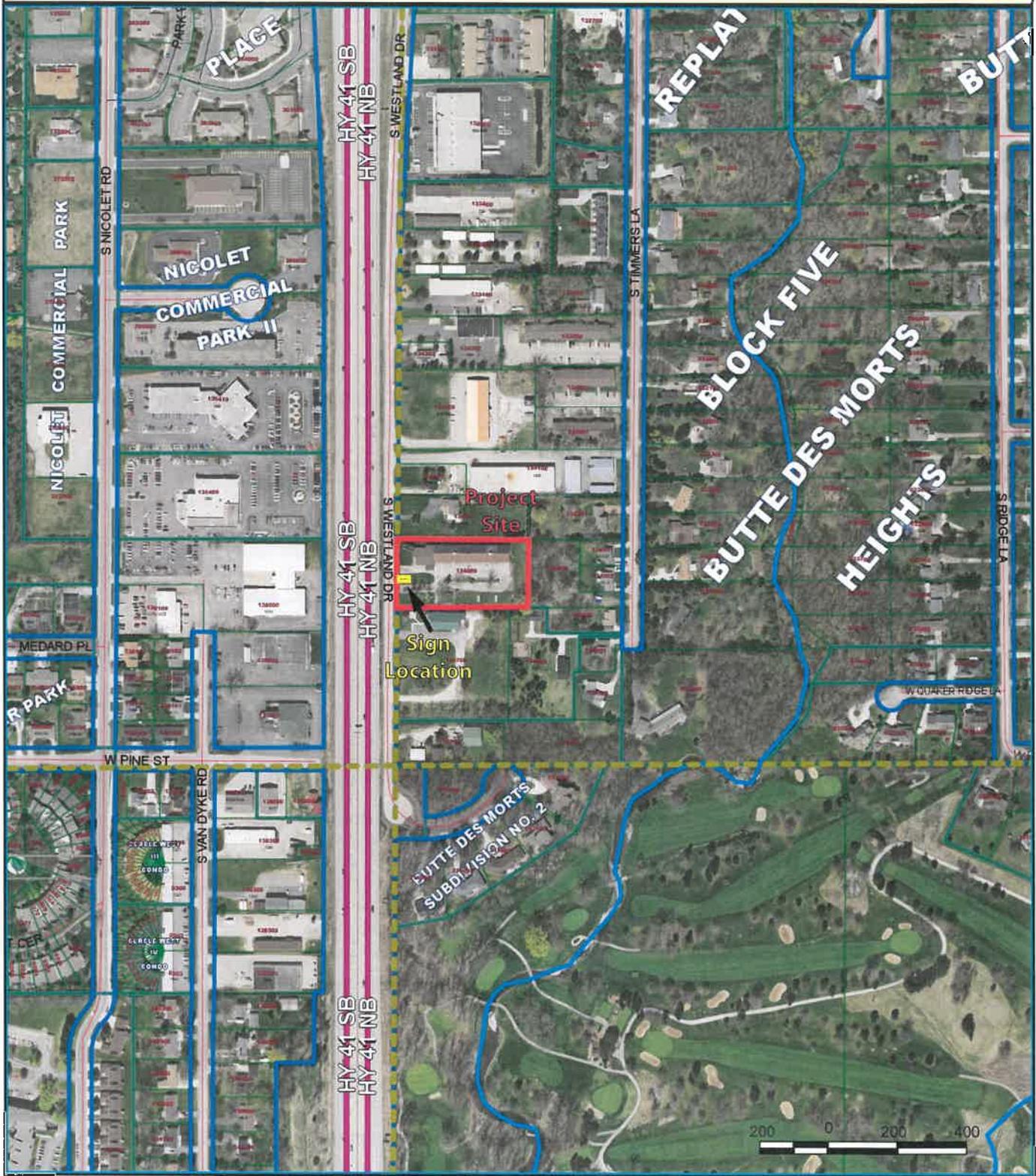
Applicant proposes to replace the existing sign located on the frontage of S. Westland Drive with a new pylon sign. The new sign will be 18' in height and 111 sq. ft. in size. The new sign will be in the same location as the existing sign on the west side of the property. All code requirements are met with this request.

The business at this property is currently in proceedings for non-renewal of its Hotel License. Under guidance provided by the Town Attorney, approval of this Site Plan Amendment does not constitute an express or implied Hotel License renewal. The Town reserves all rights for the termination of the Hotel License.

RECOMMENDATION

Staff has reviewed and supports Plan Commission approval of the Site Plan (SPA1-00-85) requested by OMSAI, LLC, dba Budget Inn of Appleton, 1032 S. Westland Drive, to replace an existing pylon sign with a new pylon sign. The approval of the Site Plan Amendment does not constitute an express or implied Hotel License renewal. The owner may proceed with this project at its own risk. The Town reserves all rights for the termination of the Hotel License for this property.

SPA1-00-85 -- 1032 S. Westland Drive



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creative Sign
company inc

200 Lawrence Dr. De Pere, WI 54115
920-338-8900 creative@signco.com

CLIENT: BUDGET INN OF APPLETON
LOCATION: 1032 S WESTLAND DR, APPLETON, WI
DRAWN BY: NICOLE P
SALESPERSON: PHIL J
DATE: 05/05/2016
DESIGN #: D10182
PAGE: 1

REVISION LOG:	INTL	DATE	DESCRIPTION
NP	07/05/2016	CHANGED NAME	
NP	07/25/2016	COLORS/LOGO	
NP	07/26/2016	COLORS	
NP	08/02/2016	COPY EDITS	
NP	08/12/2016	LOCATION OF DIBOND	
BY	08/22/2016	LOCATION CALL/UNDERCLEARANCE	

PYLON SIGN

QUANTITY: 1
SIDES: D/F
LIGHTING: LED (WHITE)
CABINET: FABRICATED ALUM (DEPTH)
RETAINER: 2 1/2"
FACES: FLEX
GRAPHICS: DUAL SURFACE PRINT
FONT: MARKER FELT, NEWS GOTHIC BOLD, TIMES NEW ROMAN

UPPER PANEL: 3MM WHITE DIBOND OR SIMILAR
FRAME: 2" SQ ALUM TUBE FRAME
GRAPHICS: DIGITAL PRINT
VINYL: PREMIUM WITH GLOSS LAM
MOUNTING: ON TOP OF CAB

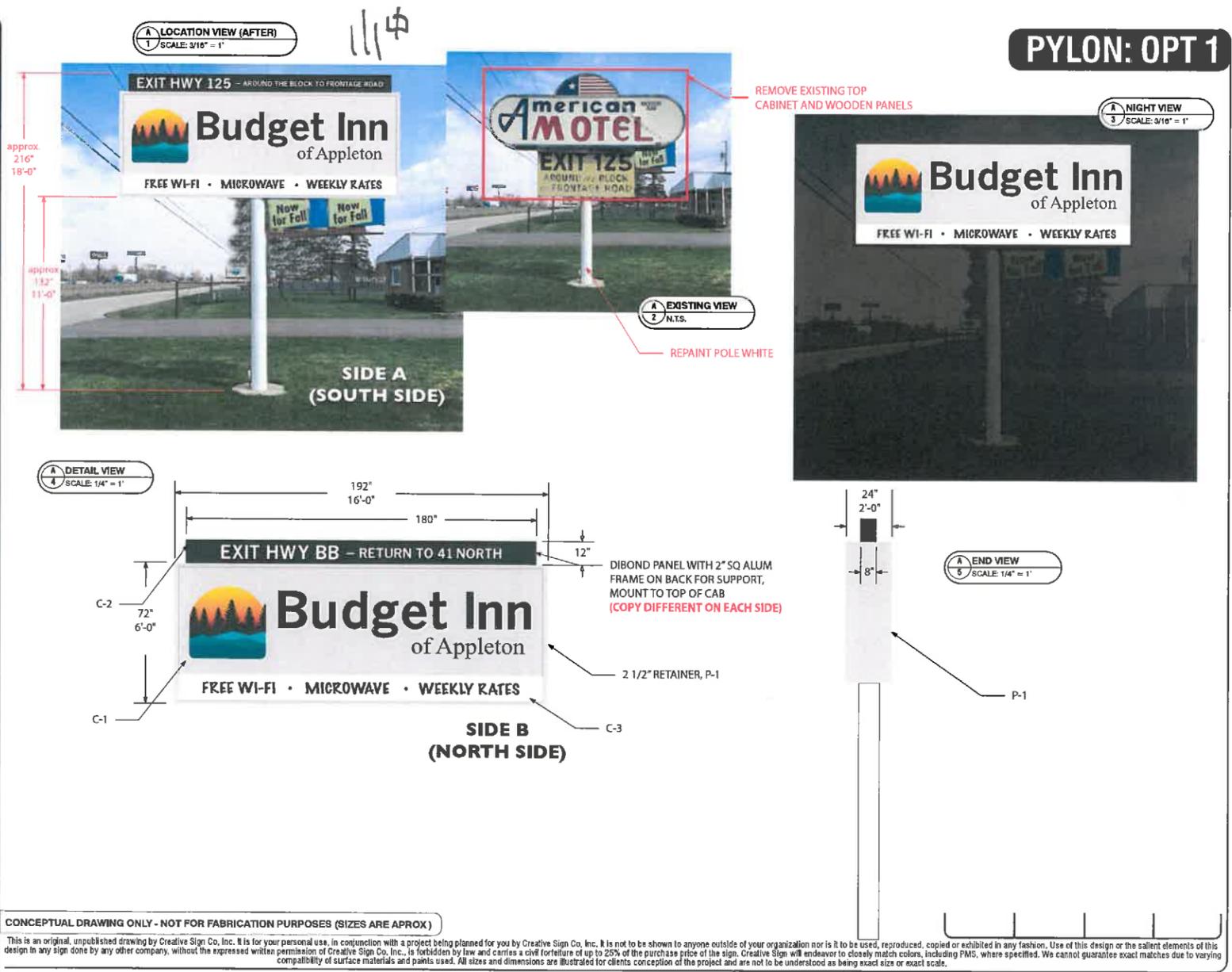
POLE: REPAINT WHITE

INSTRUCTION: REMOVE EXISTING TOP CABINET AND WOODEN PANELS. REPAINT EXISTING POLE. PRODUCE AND INSTALL NEW CABINET AND NEW DIBOND PANELS AS SHOWN

COLORS:

C-1/P-1 PMS COOL GRAY 2 C
 C-2 PMS 5467 C
 C-3 WHITE

CUSTOMER SIGNATURE FOR DESIGN APPROVAL:
DATE



**Town of Grand Chute
Site Plan Amendment Review
AbbyBank**

To: Plan Commission

From: Michael Patza, Town Planner

Date: September 1, 2016

Address: 1500 N. Casaloma Drive

App. #: SPA1-00-96

REQUEST

1. **Proposed Use(s):** Continued retail bank use
2. **Project Description:** Replace an existing pylon sign with a new pylon sign
3. **Plat/CSM Accurate parcel lines/lot recorded:** Yes

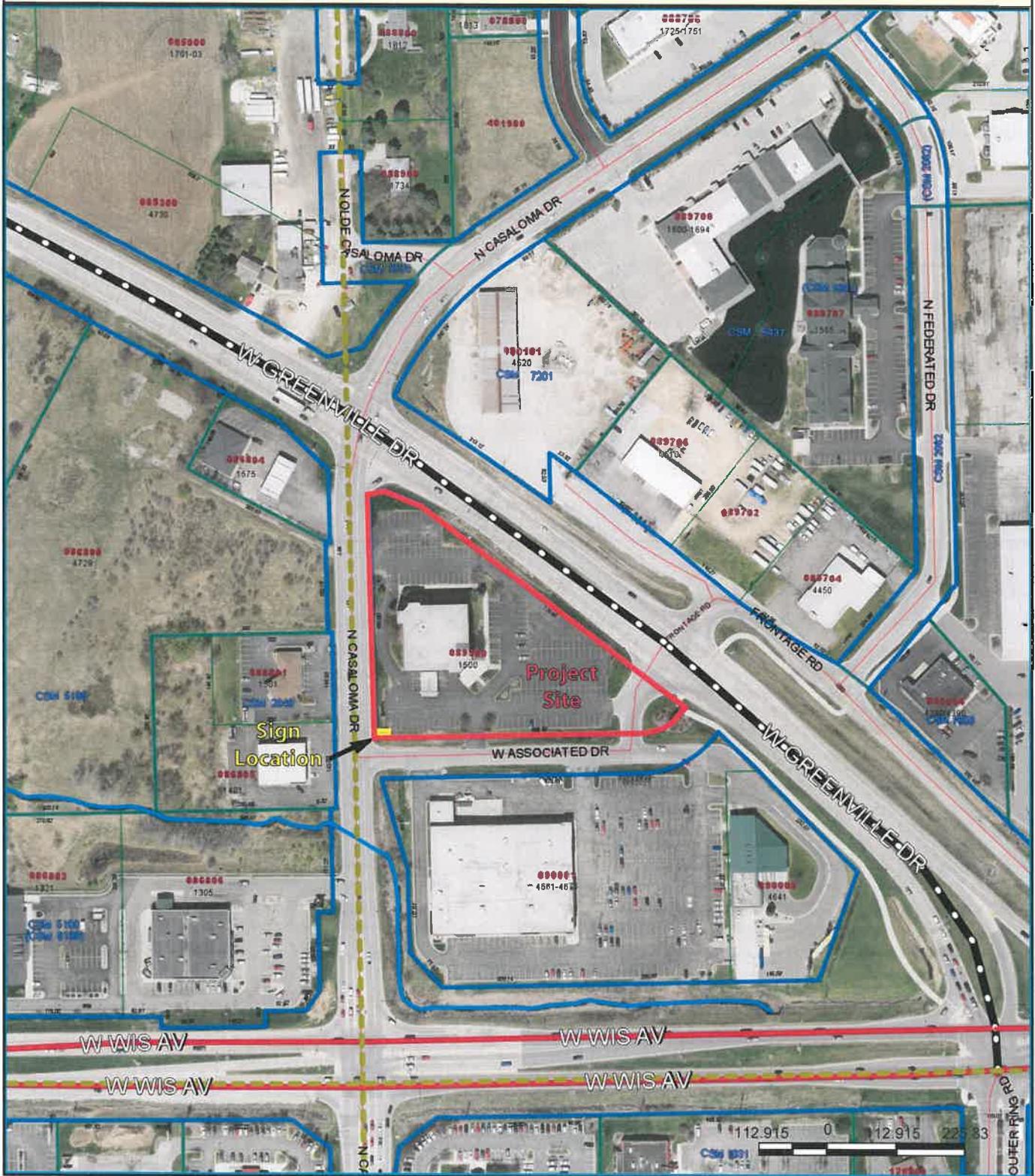
ANALYSIS

Applicant proposes to replace the existing sign located on the frontage of N. Casaloma Drive with a new pylon sign. The new sign will be 18' – 8" in height and 84 sq. ft. in size. The new sign will be in the same location as the existing sign on the southwest corner of the property. All code requirements are met with this request.

RECOMMENDATION

Staff has reviewed and supports Plan Commission approval of the Site Plan (SPA1-00-96) requested by AbbyBank, 1500 N. Casaloma Drive, to replace an existing pylon sign with a new pylon sign.

SPA1-00-96 -- 1500 N.Casaloma Drive



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