

## GRAND CHUTE PLAN COMMISSION MINUTES

October 3, 2017

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

Also Present: Jim March, Town Administrator; Bob Heimann, IT Director; Brent Braun, IT Support; Tom Marquardt, Public Works Director; Karen Heyrman, Deputy Public Works Director; Robert Buckingham, Community Development Director; Mike Patza, Town Planner; other parties (audience attendance = 2).

1. **ROLL CALL**

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

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA**

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

4. **APPROVAL OF MINUTES** – SEPTEMBER 19, 2017 MEETING.

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

5. **PUBLIC INPUT** – NONE.

6. **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT** – NO REPORT.

7. **NEIGHBORHOOD INFORMATION MEETING #1** – CONDITIONAL USE PERMIT REQUESTED BY VICTOR W. AND MICHELLE M. VOSTERS, 3730 E. EDGEWOOD DRIVE, FOR GRADING AND FILLING ASSOCIATED WITH DREDGING OF SEDIMENT FROM A NAVIGABLE STREAM.

Chairman Schowalter opened Neighborhood Information Meeting #1 at 6:02 p.m. There was no public input.

**Motion (Hidde/Huth) to close Neighborhood Information Meeting #1 at 6:02 p.m.** Motion carried, all voting aye.

8. **CONDITIONAL USE PERMIT (CUP-05-17)** – REQUEST BY VICTOR W. AND MICHELLE M. VOSTERS, 3730 E. EDGEWOOD DRIVE, FOR GRADING AND FILLING ASSOCIATED WITH DREDGING OF SEDIMENT FROM A NAVIGABLE STREAM.

Director Buckingham advised that this work is being engineered and contracted by the Outagamie County Land Conservation Department. DNR permitting is in process.

**Motion (Hidde/Crosby) to recommend approval of the Conditional Use Permit (CUP-05-17) requested by Victor W. and Michelle M. Vosters, 3730 E. Edgewood Drive, to allow grading and filling associated with dredging sediment from a navigable stream.** Motion carried, all voting aye.

9. **PUBLIC HEARING #1** – SPECIAL EXCEPTION (SE-17-17) REQUESTED BY CEDAR CREEK MARKETPLACE, DBA CEDAR CREEK MEAT MARKET & CATERING, 3220 E. NORTHLAND AVENUE, FOR OPERATION OF AN ELECTRONIC MESSAGE CENTER SIGN.

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

Kelsey Hayes, TLC Sign, spoke on behalf of the applicant.

**Motion (Hidde/Crosby) to close Public Hearing #1 at 6:06 p.m.** Motion carried, all voting aye.

10. **SPECIAL EXCEPTION (SE-17-17)** – REQUEST BY CEDAR CREEK MARKETPLACE, DBA CEDAR CREEK MEAT MARKET & CATERING, 3220 E. NORTHLAND AVENUE, FOR OPERATION OF AN ELECTRONIC MESSAGE CENTER SIGN.

**Motion (Hidde/Huth) to recommend approval of the Special Exception (SE-17-17) requested by Cedar Creek Marketplace, dba Cedar Creek Meat Market & Catering, 3220 E. Northland Avenue, to allow operation of an electronic message center sign.** Motion carried, all voting aye.

11. **SITE PLAN AMENDMENT (SPA2-00-64)** – REQUEST BY CEDAR CREEK MARKETPLACE, DBA CEDAR CREEK MEAT MARKET & CATERING, 3220 E. NORTHLAND AVENUE, TO REMOVE A SIGN CABINET AND MANUAL MESSAGE CENTER ON THE EXISTING PYLON AND INSTALL A NEW SIGN CABINET AND ELECTRONIC MESSAGE CENTER.

**Motion (Huth/Hidde) to approve the Site Plan Amendment (SPA2-00-64) requested by Cedar Creek Marketplace, dba Cedar Creek Meat Market & Catering, 3220 E. Northland Avenue, to remove a sign cabinet and manual message center on the existing pylon and install a new sign cabinet and new electronic message center, subject to Town Board approval of the Special Exception Permit (SE-17-17) for the property.** Motion carried, all voting aye.

12. ADJOURNMENT.

**Motion (Huth/Crosby) to adjourn the meeting at 6:08 p.m.** Motion carried, all voting aye.

Respectfully Submitted,

Tracy Olejniczak/BB  
Community Development Secretary