

GRAND CHUTE PLAN COMMISSION MINUTES

October 4, 2016

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

Members Absent: Julie Hidde.

Also Present: James March, Town Administrator; Julie Wahlen, Finance Director/Treasurer; Mary Baxter, Executive Secretary/HR; Thomas Marquardt, Public Works Director; Karen Heyrman, Deputy Public Works Director; Dave Wallenfang, IT Specialist; Robert Buckingham, Community Development Director; Michael Patza, Town Planner; other interested parties (audience attendance = 3)

1. **ROLL CALL**

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

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA.**

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

4. **APPROVAL OF MINUTES** – SEPTEMBER 20, 2016 MEETING.

Motion (Crosby/Sherman) 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** – REZONING (Z-07-16) REQUESTED BY FOX COMMUNITIES CREDIT UNION, ON BEHALF OF WAYNE AND MARLENE WILCOX, TO REZONE THE PROPERTY AT 2605 W. HIGHWAY DRIVE FROM RSF SINGLE-FAMILY RESIDENTIAL DISTRICT TO CL LOCAL COMMERCIAL DISTRICT.

Chairman Schowalter opened Public Hearing #1 at 6:01 p.m.

There was no public input.

Motion (Huth/Sherman) to close Public Hearing #1 at 6:02 p.m. Motion carried, all voting aye.

8. **REZONING (Z-07-16)** – REQUEST BY FOX COMMUNITIES CREDIT UNION, ON BEHALF OF WAYNE AND MARLENE WILCOX, TO REZONE THE PROPERTY AT 2605 W. HIGHWAY DRIVE FROM RSF SINGLE-FAMILY RESIDENTIAL DISTRICT TO CL LOCAL COMMERCIAL DISTRICT.

Planner Patza stated that the rezoning action also requires an amendment to the Comprehensive Plan, as noted in the staff report.

Motion (Sherman/Boeckers) to amend the Comprehensive Plan to reflect Urban-Commercial Use for the property at 2605 W. Highway Drive, and to rezone the property from RSF Single-Family Residential District to CL Local Commercial District (Ordinance O-11-2016). Motion carried, all voting aye.

9. **SITE PLAN (SP-21-16)** – REQUEST BY GRAND VIEW TOWNHOMES LLC, DBA GRAND VIEW TOWNHOMES, 551 N. BLUEMOUND DRIVE, FOR CONSTRUCTION OF A 40-UNIT MULTIFAMILY DEVELOPMENT AND ASSOCIATED SITE IMPROVEMENTS.

Motion (Sherman/Huth) to approve the Site Plan (SP-21-16) requested by Grand View Townhomes LLC, dba Grand View Townhomes, 551 N. Bluemound Drive, for construction of a 40-unit multi-family residential development and associated site improvements. Motion carried, all voting aye.

10. **SITE PLAN (SP-22-16)** – REQUEST BY GARROW PROPERTIES LLC, DBA GARROW OIL & PROPANE, 520 W. EDGEWOOD DRIVE, FOR CONSTRUCTION OF A NEW PROPANE TRUCK GARAGE AND ASSOCIATED SITE IMPROVEMENTS.

Motion (Stadel/Crosby) to approve the Site Plan (SP-22-16) requested by Garrow Properties LLC, dba Garrow Oil & Propane, 520 W. Edgewood Drive, for construction of a new propane truck garage and associated site improvements. Motion carried, all voting aye.

11. **SITE PLAN AMENDMENT (SPA3-00-80)** – REQUEST BY RIVER ISLAND INVESTMENTS, LLC, 1400 S. VAN DYKE ROAD, FOR CONSTRUCTION OF A REFUSE CORRAL, PARKING LOT EXPANSION AND ASSOCIATED SITE IMPROVEMENTS.

Motion (Crosby/Weber) to approve the Site Plan Amendment (SPA3-00-80) requested by River Island Investments, LLC, 1400 S. Van Dyke Road, for construction of a refuse corral, parking lot expansion, and associated site improvements. Motion carried, all voting aye.

12. **SITE PLAN AMENDMENT (SPA2-00-85)** – REQUEST BY OMSAI LLC, DBA BUDGET INN OF APPLETON, 1032 S. WESTLAND DRIVE, TO MODIFY AN APPROVED PYLON SIGN BY INCREASING THE SIGN HEIGHT TO 25 FEET.

Planner Patza noted that subsequent to recent Plan Commission approved for this sign at height of 18 feet, the applicant/owner reconsidered and is now requesting that the sign height be extended to the code maximum of 25 feet.

Motion (Crosby/Boeckers) to approve the Site Plan Amendment (SPA2-00-85) requested by OMSAI, LLC, dba Budget Inn of Appleton, 1032 S. Westland Drive, to modify an approved pylon sign to increase the overall height to 25 feet. 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. Motion carried, all voting aye.

13. **GRAND CHUTE CODE UPDATE** – REVIEW AND DISCUSS PROPOSED ORDINANCE NO. O-08-2016 ESTABLISHING NATURAL LANDSCAPING STANDARDS.

Planner Patza reviewed draft code revisions that were made following Plan Commission discussion at its September 20 meeting. Included is a provision requiring application for a natural landscaping permit before a property owner would implement this landscape feature.

In response to a question from Chairman Schowalter, Planner Patza stated the permit application procedure would be in effect for natural landscaping to be done after the ordinance has been adopted.

Motion (Huth/Crosby) to schedule a Public Hearing on October 18, 2016 for Municipal Code amendments pertaining to public nuisances, property maintenance and natural landscaping. Motion carried, all voting aye.

14. **PETITION FOR NEIGHBORHOOD REZONING** – REVIEW AND DISCUSS PETITION FROM RESIDENTS ON OLDE CASALOMA DRIVE AND W. PARKWAY BOULEVARD, REQUESTING REZONING OF PROPERTIES FROM AGD GENERAL AGRICULTURAL DISTRICT TO RSF SINGLE-FAMILY RESIDENTIAL DISTRICT.

Director Buckingham provided detail on a petition to rezone properties that was presented by property owners on Olde Casaloma Drive and W. Parkway Boulevard. Residents are concerned over future development of some vacant land along Olde Casaloma Drive and wish to rezone that and all other surrounding Ag zoned properties to single-family. He noted not all owners in the affected area signed the petition, so their interest in this action is not known at this time. There is also a technical flaw in that the petition seeks rezoning to "R1", a classification that does not exist. It is presumed that the request is for single-family zoning, but that needs to be confirmed with the originator of the petition. Also, there is some important information to be shared concerning impacts to individual properties if this zoning change were to occur. Some existing legal uses and structures on properties now zoned AGD could become characterized as nonconforming after being rezoned to RSF. When a structure or its use becomes characterized as nonconforming, it can continue as-is, but is subject to restrictions on the extent/cost of repairs or reconstruction that can occur in the future.

Director Buckingham recommended that the Town issue an informational letter to owners of all the affected properties so that everyone is made aware of the rezoning request and possible impacts to individual properties after a zoning change would occur.

Chairman Schowalter concurred with the recommendation and asked that a letter be sent to all affected properties.

15. ADJOURNMENT.

Motion (Crosby/Sherman) to adjourn at 6:20 p.m. Motion carried, all voting aye.

Respectfully Submitted,

Tracy Olejniczak/BB
Community Development Secretary