

GRAND CHUTE PLAN COMMISSION MINUTES

February 18, 2016

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

Members Absent: Commissioner Vivian Huth

Also Present: James March, Town Administrator; Thomas Marquardt, Public Works Director; Bob Heimann, IT Director; Julie Wahlen, Finance Director/Town Treasurer; Michael Patza, Town Planner; Robert Buckingham, Community Development Director; other interested parties (audience attendance = approx. 10) Supervisors Nooyen and Pleuss.

1. **ROLL CALL.**

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

2. **PLEDGE OF ALLEGIANCE.**

3. **APPROVAL OF AGENDA.**

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

4. **APPROVAL OF MINUTES** – JANUARY 19, 2016 MEETING.

Motion (Hidde/Sherman) to approve the minutes. Motion carried, all voting aye.

5. **PUBLIC INPUT**

There was no public input.

6. **COMMUNITY DEVELOPMENT DIRECTOR'S REPORT** – (AVAILABLE UPON REQUEST)

7. **PUBLIC HEARING #1** – SPECIAL EXCEPTION (SE-02-16) REQUESTED BY CUSTOM OFFSETS LLC, DBA CUSTOM OFFSETS APPLETON, 1060 N. PERKINS STREET, FOR SALE AND INSTALLATION OF AUTOMOTIVE ACCESSORIES.

Chairman Schowalter opened Public Hearing #1 at 6:02 p.m.

Mandy Wachtendonk spoke on behalf of the applicant, noting that the business currently operates from a leased space on Perkins Street. The business specializes in the sale and installation of aftermarket vehicle accessories, such as lift kits and custom wheels.

Motion (Hidde/Sherman) to close Public Hearing #1 at 6:04 p.m. Motion carried, all voting aye.

8. **SPECIAL EXCEPTION (SE-02-16)** – REQUEST BY CUSTOM OFFSETS LLC, DBA CUSTOM OFFSETS APPLETON, 1060 N. PERKINS STREET, FOR SALE AND INSTALLATION OF AUTOMOTIVE ACCESSORIES.

Motion (Sherman/Crosby) to recommend approval the Special Exception Permit (SE-02-16) requested by Custom Offsets LLC, dba Custom Offsets Appleton, 1060 N. Perkins Street, subject to approval of the Site Plan (SP-01-16) for the project. Motion carried, all voting aye.

9. **SITE PLAN (SP-01-16)** – REQUEST BY CUSTOM OFFSETS LLC, DBA CUSTOM OFFSETS APPLETON, 1060 N. PERKINS STREET, FOR SITE IMPROVEMENTS ASSOCIATED WITH AN AUTOMOTIVE ACCESSORIES BUSINESS.

Motion (Stadel/Hidde) to approve the Site Plan (SP-01-16) requested by Custom Offsets LLC, dba Custom Offsets Appleton, 1060 N. Perkins Street, for building and site improvements associated with operation of an automotive accessories business. Motion carried, all voting aye.

10. **NEIGHBORHOOD INFORMATION MEETING** – CONDITIONAL USE PERMIT (CUP-01-16) REQUESTED BY CITY OF APPLETON, TO ALLOW CONSTRUCTION OF A STORMWATER DETENTION POND AND LOW FLOW OUTLET LIFT STATION AT 1850 W. NORTHLAND AVENUE.

Chairman Schowalter opened the Neighborhood Information Meeting at 6:09 p.m.

Pete Neuberger, City of Appleton Engineer, explained the need for a pond to alleviate flooding problems in neighborhoods south of Northland Avenue and north of Wisconsin Avenue, between the CN rail line and Mason Street. Stormwater will flow by gravity to the new pond and will be released back into the City storm sewer system via gravity and outlet pumping. Additional permitting is required from Outagamie County, the WDNR and the U.S. Army Corp. of Engineers. The pond is planned for construction in 2017.

Motion (Sherman/Hidde) to close the Neighborhood Information Meeting at 6:10 p.m. Motion carried, all voting aye.

11. **CONDITIONAL USE PERMIT (CUP-01-16)** - REQUEST BY THE CITY OF APPLETON, TO ALLOW CONSTRUCTION OF A STORMWATER DETENTION POND AND LOW FLOW OUTLET LIFT STATION AT 1850 W. NORTHLAND AVENUE.

Director Buckingham provided further background on the site and the appropriateness of this use, given conditions that likely would prevent it from being more fully developed for business.

Motion (Stadel/Crosby) to recommend approval of the Conditional Use Permit (CUP-01-16) requested by the City of Appleton to allow construction of a stormwater detention pond and low flow outlet lift station at 1850 W. Northland Avenue.

Commissioner Sherman stated that he was initially concerned that this site could have been put to a higher and better use, but Director Buckingham's report indicates that the site's limitations probably preclude potential taxable value. He also noted that Director Buckingham has confirmed the City still could be assessed for future road or public infrastructure improvements that would provide benefit to the property.

Motion to recommend approval of CUP-01-16 carried, all voting aye.

12. **PUBLIC HEARING #2** – REZONING (Z-01-16) REQUESTED BY THE D&D ENTERPRISES FAMILY LIMITED PARTNERSHIP TO REZONE THE PROPERTY AT 2601 N. MCCARTHY ROAD FROM AGD GENERAL AGRICULTURAL DISTRICT TO IND INDUSTRIAL DISTRICT.

Chairman Schowalter opened Public Hearing #2 at 6:12 p.m.

Jeremy Wesener spoke on behalf of the applicant, noting that the rezoning is requested to permit expansion of Harley-Davidson on the property.

Motion (Hidde/Sherman) to close Public Hearing #2 at 6:13 p.m. Motion carried, all voting aye.

13. **REZONING (Z-01-16)** – REQUEST BY THE D&D ENTERPRISES FAMILY LIMITED PARTNERSHIP TO REZONE THE PROPERTY AT 2601 N. MCCARTHY ROAD FROM AGD GENERAL AGRICULTURAL DISTRICT TO IND INDUSTRIAL DISTRICT.

Planner Patza noted that the requested zoning classification is consistent with the Comprehensive Plan.

Motion (Hidde/Boeckers) to recommend approval for rezoning the property at 2601 N. McCarthy Road from AGD General Agricultural District to IND Industrial District. (Ordinance O-02-2016)

Motion carried, all voting aye.

14. **PUBLIC HEARING #3** – REZONING (Z-02-16) REQUESTED BY SPIRIT SPE PORTFOLIO 2006-4, LLC TO REZONE THE PROPERTY AT 3800 W. WISCONSIN AVENUE FROM IND INDUSTRIAL DISTRICT TO CR REGIONAL COMMERCIAL DISTRICT.

Chairman Schowalter opened Public Hearing #3 at 6:15 p.m.

Aaron Breitenfeldt, Robert E Lee & Associates, spoke on behalf of the applicant, noting that the zoning change is requested to aid in marketing the sale of the property as a future commercial development site.

Motion (Hidde/Sherman) to close Public Hearing #3 at 6:16 p.m. Motion carried, all voting aye.

15. **REZONING (Z-02-16)** – REQUEST BY SPIRIT SPE PORTFOLIO 2006-4, LLC TO REZONE THE PROPERTY AT 3800 W. WISCONSIN AVENUE FROM IND INDUSTRIAL DISTRICT TO CR REGIONAL COMMERCIAL DISTRICT.

Director Buckingham highlighted the benefits of making this zoning change and preparing the site for future commercial use. The requested zoning classification is consistent with the Comprehensive Plan.

Motion (Hidde/Crosby) to recommend approval for rezoning the property at 3800 W. Wisconsin Avenue from IND Industrial District to CR Regional Commercial District. (Ordinance O- 03-2016)

Motion carried, all voting aye.

16. **PUBLIC HEARING #4** – SPECIAL EXCEPTION (SE-03-16) REQUESTED BY JENNERJOHN REALTY, AUCTIONEERING & APPRAISING LLC, DBA JENNERJOHN AUTO SALES, 3303B W. COLLEGE AVENUE, FOR OPERATION OF AN AUTOMOBILE SALES BUSINESS.

Chairman Schowalter opened Public Hearing #4 at 6:17 p.m.

Tracy Jennerjohn provided information on plans to use their existing business location for online sale of autos. She noted that a very limited number of vehicles for sale (no more than 5 at a time) could be parked on the lot.

Motion (Hidde/Crosby) to close Public Hearing #4 at 6:18 p.m. Motion carried, all voting aye.

17. **SPECIAL EXCEPTION (SE-03-16)** – REQUEST BY JENNERJOHN REALTY, AUCTIONEERING & APPRAISING LLC, DBA JENNERJOHN AUTO SALES, 3303B W. COLLEGE AVENUE, TO ALLOW OPERATION OF AN AUTOMOBILE SALES BUSINESS.

Motion (Stadel/Sherman) to recommend approval of the Special Exception Permit (SE-03-16) requested by Jennerjohn Realty, Auctioneering & Appraising LLC, dba Jennerjohn Auto Sales, 3303B W. College Avenue, to allow operation of an automobile sales business.

Chairman Schowalter asked that the motion be restated to place a maximum limit of no more than 10 vehicles for sale being parked on the property at any one time.

Commissioners Stadel/Sherman withdrew the previous motion.

Motion (Stadel/Crosby) to recommend approval of the Special Exception Permit (SE-03-16) requested by Jennerjohn Realty, Auctioneering & Appraising LLC, dba Jennerjohn Auto Sales, 3303B W. College Avenue, to allow operation of an automobile sales business, with the condition that a maximum limit of no more than 10 vehicles for sale be parked on the property at any one time. Motion carried, all voting aye.

18. **SITE PLAN AMENDMENT (SPA1-00-10)** – REQUEST BY CONNECTIONS LLC, DBA CONNECTIONS, 2171 W. PERSHING STREET, FOR SITE IMPROVEMENTS ASSOCIATED WITH A GROUP DAYCARE CENTER.

Motion (Hidde/Boeckers) to approve the Site Plan Amendment (SPA1-00-10) requested by Connections LLC, dba Connections, 2171 W. Pershing Street, for site improvements associated with a group day care/autism therapy center, subject to: (1) Town Board approval of Special Exception SE-01-16; and, (2) Future site plan approval for parking expansion of up to 28 stalls if/when applicant's licensing capacity increases. Motion carried, all voting aye.

19. **SITE PLAN (SP-02-16)** – REQUEST BY ENTERPRISE MOTORCARS, INC., DBA BERGSTROM ENTERPRISE MOTORCARS, 3002 VICTORY LANE, FOR A BUILDING ADDITION, PARKING LOT EXPANSION AND ASSOCIATED SITE IMPROVEMENTS.

Motion (Sherman/Hidde) to approve the Site Plan (SP-02-16) requested by Enterprise Motorcars, Inc., dba Bergstrom Enterprise Motorcars, 3002 N. Victory Lane, for a building addition, parking expansion and associated site improvements, subject to staff approval of a Landscape Plan. Motion carried, all voting aye.

20. **SITE PLAN AMDNEMENT (SPA1-00-04)** – BAYLAKE CORP, dba BAYLAKE BANK, 333 S. NICOLET ROAD, FOR CONSTRUCTION OF AN ENTRY PORTAL ADDITION.

Motion (Hidde/Crosby) to approve the Site Plan Amendment (SPA1-00-04) requested by Baylake Corp, dba Baylake Bank, 333 S. Nicolet Road, for construction an entry portal addition. Motion carried, all voting aye.

21. **SITE PLAN AMENDMENT (SPA1-15-07)** – CREATIVE LYNNDALE, LLC, DBA CREATIVE GROUP, INC., 619 N. LYNNDALE DRIVE, FOR MODIFICATION OF AN EXISTING PYLON SIGN.

Motion (Crosby/Hidde) to approve the Site Plan Amendment (SPA1-15-07) requested by Creative Lynndale LLC, dba Creative Group, Inc., 619 N. Lynndale Drive, for the modification of an existing pylon sign, to include replacing the existing cabinet with a new 38 sq. ft. cabinet. Motion carried, all voting aye.

22. ADJOURNMENT.

Motion (Stadel/Sherman) to adjourn at 6:28 p.m. Motion carried, all voting aye.

Respectfully Submitted,

Tracy Olejniczak
Community Development Secretary