

GRAND CHUTE PLAN COMMISSION MINUTES

April 17, 2018

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

Also Present: James March, Town Administrator; Bob Heimann, IT Director; Brent Braun, IT Support; Karen Heyrman, Deputy Public Works Director; Mary Baxter, Executive Secretary/Human Resources; Robert Buckingham, Community Development Director; Michael Patza, Town Planner; interested parties (audience attendance = 4).

1. **ROLL CALL**

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

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA**

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

4. **APPROVAL OF MINUTES** – APRIL 5, MEETING.

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

5. **PUBLIC INPUT** – There was no public input.

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

7. **NEIGHBORHOOD INFORMATION MEETING** – CONDITIONAL USE PERMIT (CUP-03-18) REQUESTED BY MARSHFIELD CENTRE LLC, ON BEHALF OF APP PRO I, LLC, 4815 GREENVILLE DRIVE, FOR GRADING AND FILLING NECESSARY FOR THE CONSTRUCTION OF A HOTEL, STORMWATER POND AND ASSOCIATED SITE IMPROVEMENTS.

Chairman Schowalter opened the Neighborhood Information Meeting at 6:03. There was no public input.

Motion (Huth/Sherman) to close the Neighborhood Information Meeting at 6:03 p.m. Motion carried, all voting aye.

8. **CONDITIONAL USE PERMIT (CUP-03-18)** – REQUEST BY MARSHFIELD CENTRE LLC, ON BEHALF OF APP PRO I, LLC, 4815 GREENVILLE DRIVE, FOR GRADING AND FILLING NECESSARY FOR THE CONSTRUCTION OF A HOTEL, STORMWATER POND AND ASSOCIATED SITE IMPROVEMENTS.

Planner Patza provided background on site development and grading/filling activities associated with construction of the hotel. He noted that a Special Exception Permit from Outagamie County will be required due to the property being within 10,000 ft. of Appleton International Airport.

Motion (Sherman/Hidde) to recommend approval of the Conditional Use Permit (CUP-03-18) requested by Marshfield Centre LLC, on behalf of App Pro I, LLC, to allow grading and filling associated with the construction of a hotel, stormwater pond, and associated site improvements, subject to: (1) Town Engineer approval of Stormwater Management and Erosion Control Plans; and, (2) Staff approval of a lot reconfiguration CSM. Motion carried, all voting aye.

9. **SITE PLAN (SP-05-18)** – REQUEST BY MARSHFIELD CENTRE LLC, ON BEHALF OF APP PRO I, LLC, 4815 W. GREENVILLE DRIVE, FOR CONSTRUCTION OF A HOTEL, STORMWATER POND, AND ASSOCIATED SITE IMPROVEMENTS.

Motion (Hidde/Huth) to approve the Site Plan (SP-05-18) requested by Marshfield Centre LLC, on behalf of App Pro I, LLC, for construction of a hotel, a stormwater pond, and associated site improvements at 4815 W. Greenville Drive, subject to: (1) Town Engineer approval of Stormwater Management and Erosion Control Plans; (2) Town Board approval of Conditional Use Permit CUP-03-18; (3) Staff approval of a lot reconfiguration CSM; and, (4) Staff approval of Landscape and Site Lighting Plans. Motion carried, all voting aye.

10. **PUBLIC HEARING #1** – SPECIAL EXCEPTION (SE-05-18) REQUESTED BY COMWAS LLC, 1893 W. SPENCER STREET, FOR OPERATION OF AN ENERGY RECOVERY FACILITY (PROCESSING USED COOKING OIL).

Chairman Schowalter opened Public Hearing #1 at 6:07 p.m. There was no public input.

Motion (Crosby/Huth) to close Public Hearing #1 at 6:08. Motion carried, all voting aye.

11. **SPECIAL EXCEPTION (SE-05-18)** – REQUEST BY COMWAS LLC, 1893 W. SPENCER STREET, FOR OPERATION OF AN ENERGY RECOVERY FACILITY (PROCESSING USED COOKING OIL).

Planner Patza noted that all processing and storage of cooking oil and byproducts would be contained within the existing buildings and plans include only interior modifications.

Motion (Sherman/Boeckers) to recommend approval of the Special Exception Permit (SE-05-18) requested by ComWaS, LLC, 1893 W. Spencer Street, for operation of an energy recovery facility (processing used cooking oil). Motion carried, all voting aye.

12. **SITE PLAN AMENDMENT (SPA2-42-03)** – REQUEST BY BERGSTROM ENTERPRISE MOTORCARS, INC., 3002 N. VICTORY LANE, FOR PARKING LOT EXPANSION AND ASSOCIATED SITE IMPROVEMENTS.

Planner Patza noted that this expansion project extends parking areas nearer to Victory Lane. The project includes new landscaping along the frontage of the property.

Motion (Hidde/Huth) to approve the Site Plan Amendment (SPA2-42-03) requested by Bergstrom Enterprise Motorcars, Inc., 3002 N. Victory Lane, for a parking lot expansion and associated site improvements, subject to Town Engineer approval of the Stormwater Management and Erosion Control Plans. Motion carried, all voting aye.

13. **SITE PLAN AMENDMENT (SPA2-15-02)** – REQUEST BY BERGSTROM PREMIER MOTORCARS, INC., 3030 N. VICTORY LANE, FOR PARKING LOT EXPANSION AND ASSOCIATED SITE IMPROVEMENTS.

Planner Patza noted that this expansion project extends parking areas nearer to Victory Lane. The project includes new landscaping along the frontage of the property.

Motion (Crosby/Huth) to approve the Site Plan Amendment (SPA2-15-02) requested by Bergstrom Premier Motorcars, Inc., 3030 N. Victory Lane, for parking lot expansion and associated site improvements, subject to Town Engineer approval of the Stormwater and Erosion Control Plans. Motion carried, all voting aye.

14. **SITE PLAN AMENDMENT (SPA2-00-02)** – REQUEST BY BERGSTROM LUXURY IMPORTS OF THE FOX VALLEY, INC., DBA BERGSTROM LEXUS OF APPLETON, 3060 N. VICTORY LANE, FOR CONSTRUCTION OF A BUILDING ADDITION.

Motion (Hidde/Huth) to approve the Site Plan Amendment (SPA2-00-02) requested by Bergstrom Luxury Imports of the Fox Valley, Inc., dba Bergstrom Lexus of Appleton, 3060 N. Victory Lane, for construction of a building addition. Motion carried, all voting aye.

15. ADJOURNMENT.

Motion (Huth/Sherman) to adjourn the meeting at 6:13 p.m. Motion carried, all voting aye.

Respectfully Submitted,

Tracy Olejniczak/BB
Community Development Secretary