

GRAND CHUTE PLAN COMMISSION MINUTES

August 4, 2016

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

Members Absent: Commissioner Pam Crosby

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. 20)

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** – JULY 19, 2016 MEETING.

Motion (Hidde/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 (CUP-06-16) REQUESTED BY APEX PROPERTIES GROUP, LLC, 1120 S. BLUEMOUND DRIVE, TO ALLOW GRADING AND FILLING IN THE SHORELAND DISTRICT FOR CONSTRUCTION OF 6 SINGLE-FAMILY DETACHED CONDOMINIUM HOMES.

Chairman Schowalter opened Information Meeting #1 at 6:03 p.m.

Jeff Rustick, Schuler & Associates, spoke on behalf of the applicant and stated that he was available to answer any questions from the Commission.

Motion (Huth/Sherman) to close Information Meeting #1 at 6:04 p.m. Motion carried, all voting aye.

8. **CONDITIONAL USE PERMIT (CUP-06-16)** – REQUEST BY APEX PROPERTIES GROUP, LLC, 1120 S. BLUEMOUND DRIVE, TO ALLOW GRADING AND FILLING IN THE SHORELAND DISTRICT FOR CONSTRUCTION OF 6 SINGLE-FAMILY DETACHED CONDOMINIUM HOMES.

Motion (Sherman/Huth) to recommend approval of the Conditional Use Permit (CUP-06-16) requested by Apex Properties Group, LLC, 1120 S. Bluemound Drive, to allow grading and filling for construction of 6 single-family homes in the Forestbrook Condominiums west development. Motion carried, all voting aye.

9. **CONDO PLAT (CP-03-16)** – REQUEST BY APEX PROPERTEIS GROUP, LLC, 1120 W. BLUEMOUND DRIVE, FOR APPROVAL OF FORESTBROOK CONDOMINIUMS, A 12 UNIT SINGLE-FAMILY DEVELOPMENT.

Motion (Hidde/Huth) to recommend approval of the Condo Plat (CP-03-16) requested by Apex Properties Group, LLC, for Forestbrook Condominiums, 1120 S. Bluemound Drive. Motion carried, all voting aye.

10. **SITE PLAN (SP-13-16)** – REQUEST BY APEX PROPERTIES GROUP, LLC, 1120 S. BLUEMOUND DRIVE, FOR OCNSTRUCTION OF 6 SINGLE-FAMILY DETACHED HOMES AND ASSOCIATED SITE IMPROVEMENTS IN FORESTBROOK CONDOMINIUMS.

Motion (Stadel/Huth) to approve the Site Plan (SP-13-16) requested by Apex Properties Group, LLC, 1120 S. Bluemound Drive, for the Forestbrook Condominiums west development, subject to Town Board approval of Conditional Use Permit CUP-06-16 and Condominium Plat CP-03-16. Motion carried, all voting aye.

11. **NEIGHBORHOOD INFORMATION MEETING #2** – CONDITIONAL USE PERMIT (CUP-08-16) REQUESTED BY SCA HOLDINGS, LLC, DBA ALEXANDER EYE INSTITUTE, 250 N. METRO DRIVE, TO ALLOW GRADING AND FILLING IN THE SHORELAND DISTRICT FOR CONSTRUCTION OF A FLOOD PROTECTION RETAINING WALL.

Chairman Schowalter opened Information Meeting #1 at 6:09 p.m.

Mike Siewert, Martenson & Eisele, Inc. spoke on behalf of the applicant and stated that he was available to answer any questions from the Commission.

Motion (Hidde/Huth) to close Information Meeting #2 at 6:10 p.m. Motion carried, all voting aye.

12. **CONDITIONAL USE PERMIT (CUP-08-16)** – REQUESTED BY SCA HOLDINGS, LLC, DBA ALEXANDER EYE INSTITUTE, 250 N. METRO DRIVE, TO ALLOW GRADNG AND FILLING IN THE SHORELAND DISTRICT FOR CONSTRUCTION OF A FLOOD PROTECTION RETAINING WALL.

Planner Patza explained the work being done to protect the walkout lower level from flooding.

Motion (Huth/Sherman) to recommend approval of the Conditional Use Permit (CUP-08-16) requested by SCA Holdings LLC, dba Alexander Eye Institute, 250 N. Metro Drive, to allow grading and filling for the construction of a flood protection retaining wall within the Shoreland Zoning District. Motion carried, all voting aye.

13. **SITE PLAN (SP-16-16)** - REQUEST BY SCA HOLDINGS, LLC, DBA ALEXANDER EYE INSTITUTE, 250 N. METRO DRIVE, FOR CONSTRUCTION OF A FLOOD PROTECTION RETAINING WALL.

Motion (Sherman/Hidde) to approve the Site Plan (SP-16-16) requested by SCA Holdings LLC, dba Alexander Eye Institute, 250 N. Metro Drive, for the construction of a flood protection retaining wall, subject to: (1) Town Engineer approval of Stormwater Management and Erosion Control Plans; and, (2) Town Board approval of Conditional Use Permit CUP-08-16. Motion carried, all voting aye.

14. **PUBLIC HEARING #1** – SPECIAL EXCEPTION (SE-16-16) REQUESTED BY RAMI REALTY, LLC, DBA KALDAS CENTER FOR FERTILITY, SURGERY & PREGNANCY, S.C., 701 S. NICOLET ROAD, FOR OPERATION OF AN ELECTRONIC MESSAGE CENTER SIGN.

Chairman Schowalter opened Public Hearing #1 at 6:12 p.m.

Jeff Dreier, 34 Springbrook Cercle Dr, stated that he and other neighbors are concerned about light pollution from the proposed sign. He also asked for information on the landscaping that would be done along the west edge of the property.

Planner Patza explained the technical standards that must be met for the sign, which prevent glare and flickering. He also provided information on the evergreen buffer that will be planted along the west property line.

Motion (Hidde/Huth) to close Public Hearing #1 at 6:16 p.m. Motion carried, all voting aye.

15. **SPECIAL EXCEPTION (SE-16-16)** – REQUEST BY RAMI REALTY, LLC, DBA KALDAS CENTER FOR FERTILITY, SURGERY & PREGNANCY, S.C., 701 S. NICOLET ROAD, FOR OPERATION OF AN ELECTRONIC MESSAGE CENTER SIGN.

Planner Patza and Director Buckingham both provided additional sign details in response to questions raised in the public hearing.

Motion (Hidde/Boeckers) to recommend approval of the Special Exception Permit (SE-16-16) requested by Rami Realty LLC, dba Kaldas Center for Fertility, Surgery & Pregnancy, S.C., 701 S. Nicolet Road, to allow operation of an electronic message center sign.

In response to a question from Commissioner Sherman, Director Buckingham stated that the evergreen trees in the bufferyard are required to be minimum 5' height at planting and are to be staggered in a pattern that provides a dense screen within 2 years.

Motion to approve SE 16-16 carried, all voting aye.

16. **SITE PLAN AMENDMENT (SPA1-09-16)** – REQUEST BY RAMI REALTY, LLC, DBA KALDAS CENTER FOR FERTILITY, SURGERY & PREGNANCY, S.C., 701 S. NICOLET ROAD, FOR INSTALLATION OF A MONUMENT SIGN, INCLUDING AN ELECTRONIC MESSAGE CENTER.

Motion (Hidde/Sherman) to approve the Site Plan Amendment (SPA1-09-16) requested by Rami Realty LLC, dba The Kaldas Center for Fertility, Surgery & Pregnancy, S.C., 701 S. Nicolet Road, for installation of a monument sign, including an electronic message center, subject to Town Board approval of Special Exception SE-16-16. Motion carried, all voting aye.

17. **PUBLIC HEARING #2** – SPECIAL EXCEPTION (SE-17-16) REQUESTED BY MICHAEL SCHOEMAKER, DBA THE EURO SHOP LLC, 2437 W. COLLEGE AVENUE, FOR OPERATION OF AN AUTOMOBILIE SALES, SERVICE AND REPAIR BUSINESS.

Chairman Schowalter opened Public Hearing #2 at 6:21 p.m.

There was no public input.

Motion (Stadel/Huth) to close Public Hearing #2 at 6:21 p.m. Motion carried, all voting aye.

18. **SPECIAL EXCEPTION (SE-17-16)** – REQUEST BY MICHAEL SCHOEMAKER, DBA THE EURO SHOP LLC, 2437 W. COLLEGE AVENUE, FOR OPERATION OF AN AUTOMOBILE SALES, SERVICE AND REPAIR BUSINESS.

Director Buckingham stated that this permit recognizes a change in ownership of a previously approved auto business.

Motion (Hidde/Huth) to recommend approval of the Special Exception Permit (SE-17-16) requested by Michael Shoemaker, dba The Euro Shop LLC, 2437 W. College Avenue, for operation of an automobile sales, service and repair business. Motion carried, all voting aye.

19. **CONDO PLAT (CP-02-16)** – REQUESTED BY CASALOMA CONDOS, INC., 1830 N. MARGARET STREET, FOR APPROVAL OF CASALOMA CONDOS INCORPORATED, A 13 UNIT SINGLE-FAMILY DEVELOPMENT.

Director Buckingham advised that this development was approved as a PUD in 2014. The owner initially proceeded with a plan to build and own all of the homes in the development. He now has opted to create the Condo Plat so that individual units can be sold under terms of the condominium declaration for the development.

Motion (Sherman/Boeckers) to recommend approval of the Condo Plat (CP-02-16) for Casaloma Condos Incorporated, 1830 N. Margaret Street. Motion carried, all voting aye.

20. **SITE PLAN REVISION (SP-10-16)** – REQUEST BY 1401 APPLETON LLC, DBA ANYTIME FITNESS, 1401 N. CASALOMA DRIVE, FOR APPROVAL OF REVISIONS TO THE PREVIOUSLY APPROVED SITE PLAN TO ALLOW A BUILDING ADDITION, PARKING, LOT EXPANSION AND ASSOCIATED SITE IMPROVEMENTS.

Planner Patza explained the revisions to building layout and parking areas, necessitated by Outagamie County's denial of a variance to allow some parking within the 75' setback from Mud Creek. The revised plan meets Town code requirements, and Outagamie County has approved the Conditional Use Permit for the project.

Motion (Stadel/Hidde) to approve a site plan revision requested by 1401 Appleton LLC, dba Anytime Fitness, 1401 N. Casaloma Drive, for approval of revisions to the previously approved Site Plan (SP-10-16), to allow a building addition, parking lot expansion and associated site improvements. Motion carried, all voting aye.

21. **PARKLAND DESIGNATION AND MAPPING** – DISCUSS THE DESIGNATION AND MAPPING OF A NEW TOWN PARK (TOWN CENTER AREA).

Motion (Hidde/Sherman) to schedule a Public Hearing on August 16, 2016, to consider designation of new parkland and an Official Map amendment to add a new park in the Town Center Area. Motion carried, all voting aye.

22. ADJOURNMENT.

Motion (Huth/Sherman) to adjourn at 6:31 p.m. Motion carried, all voting aye.

Respectfully Submitted,

Tracy Olejniczak/BB
Community Development Secretary