

TOWN OF GRAND CHUTE
1900 W. Grand Chute Blvd.
REGULAR MEETING OF PLAN COMMISSION
REGULAR MEETING MINUTES

February 17, 2011
6:00 pm, Thursday

Although a quorum of the Town Board of Supervisors may have been present, no Town Board action was taken.

MEMBERS PRESENT: Chairman Mike Marsden, Commissioners Dave Schowalter, Bruce Sherman, Julie Hidde, Vivian Huth, Joe Malenofski and Bob Stadel

MEMBERS EXCUSED: none

ALSO PRESENT: Tim Bantes, Fire Chief; Mark Heling, Road Superintendent; Tom Marquardt, Public Works Director; Jim March Town Administrator; Mary Baxter, Executive Secretary; Kevin Vonck, Special Projects Coordinator/Grants Administrator; Robert Buckingham, Community Development Director; other interested parties, (audience attendance = approx. 11 Supervisors Nooyen, Pleuss, Thyssen

1. ROLL CALL.

Chairman Marsden called the meeting to order at 6 p.m.

2. PLEDGE OF ALLEGIANCE.

3. APPROVAL OF AGENDA.

Motion (Schowalter/Huth) to approve the agenda as printed. Motion carried.

4. APPROVAL OF MINUTES - REGULAR MEETING & PUBLIC HEARING OF FEBRUARY 1, 2011.

Motion (Hidde/Sherman) to approve the minutes as printed. Motion carried.

5. PUBLIC INPUT.

There was no public input.

6. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT. (See attached).

7. **PUBLIC HEARING #1** – SPECIAL EXCEPTION APPLICATION (SE-03-11) REQUESTED BY LISA’S PET GROOMING, 3293 W. HIGHVIEW DRIVE, FOR DOG BOARDING. **ISSUE:** HEAR TESTIMONY AND CLOSE PUBLIC HEARING.

Chairman Marsden opened Public Hearing #1 at 6:04 p.m.

There was no public input.

Motion (Stadel/Showalter) to close Public Hearing #1 at 6:05 p.m. Motion carried.

8. SPECIAL EXCEPTION APPLICATION (SE-03-11) REQUESTED BY LISA’S PET GROOMING, 3293 W. HIGHVIEW DRIVE, FOR DOG BOARDING. **ISSUE:** SHALL THE PLAN COMMISSION RECOMMEND APPROVAL/DENIAL OF SE-03-11. (TOWN BOARD ACTION 3/1/11)

Director Buckingham advised that this property has had a series of code violations over the years. The applicant’s business has been run very successfully, so her plan to expand into the remaining vacant space is a positive sign. The remaining code violations are the responsibility of the absentee owner of the property. Most are minor in nature, but staff does recommend a condition on approval of the special exception, requiring that all outstanding code violations at the property be completed before a certificate of occupancy is issued for occupancy of the existing vacant business suite.

Schowalter asked Buckingham if there were any serious code violations at this time.

Buckingham advised that most are minor in nature. However there is one exterior correction involving redirecting of site drainage to the pond that cannot be completed until spring.

Motion (Huth/Schowalter) to recommend approval of Special Exception application (SE-03-11) requested by Lisa’s Pet Grooming, 3293 W. Highview Drive, for dog boarding, on the condition that all outstanding code violations at the property be completed before a certificate of occupancy is issued for occupancy of the existing vacant business suite. Motion carried.

9. SITE PLAN AMENDMENT (SPA1-36-99) REQUESTED BY LISA’S PET GROOMING, 3293 W. HIGHVIEW DRIVE, FOR DOG BOARDING. **ISSUE:** SHALL THE PLAN COMMISSION APPROVE/DENY SPA1-36-00.

Buckingham advised that the same condition imposed on the Special Exception approval would also apply to site plan approval. The business does plan to install a sign along the Bluemound Drive frontage. This will require site plan amendment approval before a permit is issued. Staff has advised the business that any sign

placed in the front yard will need to be located near the south property line so as to avoid any vision obstruction to vehicles entering Bluemound Dr. from Highview Dr.

In relation to dog boarding at this property, Hidde asked if the Town has taken any neighbor complaints with regard to barking. She noted that when this business was first approved, the Town stated that it would have the right to follow up in the future to ensure that there were no neighbor issues.

Buckingham confirmed that such a condition had been placed on the business. The property owner to the south contacted the department after receiving the hearing notice for the expansion of the business, to inform the Town that there have no concerns or problems in the past and he is very supportive of this business expansion.

The Chairman noted that the property is located in a neighborhood that is mostly commercial or industrial uses.

Motion (Huth/Schowalter) to approve Site Plan Amendment (SPA1-36-99) requested by Lisa's Pet Grooming, 3293 W. Highview Drive, for dog boarding, with the condition that all outstanding code violations are corrected before expansion of the business to the vacant suite and a certificate of occupancy is issued. Motion carried.

10. **PUBLIC HEARING #2** – SPECIAL EXCEPTION APPLICATION (SE-02-11) REQUESTED BY BERGSTROM AUTOMOTIVE, 2925 N. VICTORY LANE, FOR AN ELECTRONIC MESSAGE UNIT SIGN. **ISSUE:** HEAR TESTIMONY AND CLOSE PUBLIC HEARING.

Chairman Marsden opened the Public Hearing #2 at 6:09 p.m.

There was not public input.

Motion (Huth/Malenofski) to close Public Hearing #2 at 6:09 p.m. Motion carried.

11. SPECIAL EXCEPTION APPLICATION (SE-02-11) REQUESTED BY BERGSTROM AUTOMOTIVE, 2925 N. VICTORY LANE, FOR AN ELECTRONIC MESSAGE UNIT SIGN. **ISSUE:** SHALL THE PLAN COMMISSION RECOMMEND APPROVAL/DENIAL OF SE-02-11. (TOWN BOARD ACTION 3/1/11)

Buckingham advised that the Board of Appeals did grant a variance, allowing this sign to be at height of 30 feet and a size of 205 square feet. He noted that the property has a wide street frontage so there should not be an issue with sign blockage with any dealership signs to the north. He also advised that all of the existing dealership signs on this same side of the street were approved for 30' height.

Hidde asked how many signs were on the subject property now, and if the street frontage was adequate to accommodate the sign as requested.

Buckingham noted there are no other signs at the property, but in the overall area there are six on the north side of the street, and estimating at least that many on the south side, plus a series of signs along USH 41. He further noted that the property frontage was well in excess of code requirement.

Motion (Huth/Schowalter) to recommend approval of Special Exception application (SE-02-11) requested by Bergstrom Automotive, 2925 N. Victory Lane, for an electronic message unit sign. Motion carried. (Sherman-opposed)

12. SITE PLAN AMENDMENT (SPA1-13-10) REQUESTED BY BERGSTROM AUTOMOTIVE, 2925 N. VICTORY LANE, FOR AN ELECTRONIC MESSAGE UNIT SIGN. **ISSUE:** SHALL THE PLAN COMMISSION APPROVE/DENY SPA1-13-10.

Motion (Huth/Schowalter) to approve Site Plan Amendment (SPA1-13-10) requested by Bergstrom Automotive, 2925 N. Victory Lane, for an electronic message unit sign. Motion carried.

13. SITE PLAN AMENDMENT (SPA1-14-10) REQUESTED BY INFINITI OF THE FOX VALLEY, 2950 N. VICTORY LANE, TO ADD A PYLON SIGN. **ISSUE:** SHALL THE PLAN COMMISSION APPROVE/DENY SPA1-14-10.

Motion (Stadel/Sherman) to approve Site Plan Amendment (SPA1-14-10) requested by Infiniti of the Fox Valley, 2950 N. Victory Lane, to add a pylon sign. Motion carried.

14. INTRODUCTION OF EDGEWOOD ACRES PRELIMINARY PLAT AND PUD/CONDO PLAN.

Director Buckingham previewed the development plans for this 72-acre parcel. The property is zoned RSF Single Family. Plans call for over 90 homes, and approximately 70 single family detached condominium units. The property will be developed in phases, beginning at the south end nearest Elsner Road. Future phases will be developed based on market conditions. A trail segment, connecting future trails on Elsner Road and CTH JJ will run north-south through the subdivision.

Buckingham advised that action on the Preliminary Plat and Special Exception PUD will be on the Commission's March 1 agenda.

Chairman Marsden asked if stormwater management plans were in place.

Buckingham said yes, and noted that stormwater management will be implemented in phases as other subdivision infrastructure is installed.

Huth asked about plans for future reconstruction Elsner Road.

Public Works Director Marquardt said it would be 5 or more years before that project is undertaken.

The Chairman suggested that it may be appropriate to require this subdivision to share in the cost of the Elsner Road reconstruction project. It might be appropriate to collect funds by way of an impact fee.

15. INTRODUCTION OF APPLETON ALLIANCE CHURCH REQUEST FOR MASTER PLAN APPROVAL AND REZONING TO PDD PLANNED DEVELOPMENT DISTRICT (INFORMATION TO BE DISTRIBUTED AT 2/17/11 MEETING; PUBLIC HEARING AND PLAN COMMISSION CONSIDERATION AT 3/1/11)

Director Buckingham provided an overview of the phased expansion of church facilities and described the process for approvals under the recently adopted Planned Development District regulations. Consideration of the Master Plan and rezoning will be on the Commission's March 1 agenda.

Hidde asked if there has been any discussion with the Church about traffic signals at the intersection of Lynndale Drive and Grand Chute Blvd.

Buckingham reviewed the discussions on this topic and an attempt to justify signalization last year. He added that the Church is supportive of signals.

Chairman Marsden noted that past discussions with the Church included community use of any athletic fields developed. He also stated that, in his opinion, the Church should contribute toward the cost of signalization.

Sherman asked if there were plans to encourage more traffic to enter or exit the Church property from the west, using Rifle Range Road and Capitol Drive.

Buckingham said there will be a new driveway opening at Grand Chute Blvd and Cattail Ct, to encourage more use of west access and to better distribute and stack traffic on the Church property.

Malinowski urged the Church planners to incorporate pedestrian paths, connecting parking areas and the athletic fields.

16. INTRODUCTION OF REVISED ZONING CODE LANDSCAPE STANDARDS.

Director Buckingham provided an overview of the new standards, and the improvements being made over the existing code. The overall benefit to the community will be more tree cover in the Town, better buffering between commercial and residential properties, and improved streetscapes in commercial and industrial

areas. This ordinance amendment will be considered by the Commission at its March 1 meeting.

Chairman Marsden and Commissioner Sherman both said that the code should address the maintenance of landscaping. Director Buckingham confirmed that maintenance requirements will be specified in the code. He also noted that the new standards will place a preference on trees over shrubs. In addition to providing more tree cover in the Town, trees should provide for better and easier maintenance of landscaping over the long term.

17. ADJOURNMENT.

Motion (Sherman/Hidde) to adjourn the meeting at 6:31 p.m. Motion carried.

Respectfully Submitted,

Tracy Olejniczak
Community Development Secretary