

GRAND CHUTE PLAN COMMISSION MINUTES

November 8, 2018

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

Also Present: James March, Town Administrator; Brent Braun, IT Support; Katie Schwartz, Public Works Director; Karen Heyrman, Deputy Public Works Director; Robert Buckingham, Community Development Director; Michael Patza, Town Planner; interested parties (audience attendance =12)

1. **ROLL CALL**

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

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA**

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

4. **APPROVAL OF MINUTES** – OCTOBER 16, 2018 MEETING.

Motion (Hidde/Ulrich) 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. **NEIGHBORHOOD INFORMATION MEETING #1** – CONDITIONAL USE PERMIT (CUP-08-18) REQUESTED BY RUBBLE DEVELOPMENT LLC TO ALLOW GRADING AND FILLING WORK FOR REMOVAL OF LANDS FROM FLOOD PLAIN DESIGNATION AT 4730 N. LYNNDALE DRIVE (LOT 2 CSM 7382).

Chairman Schowalter opened Neighborhood Information Meeting #1 at 6:06 p.m.

Jerry Kohl, 2405 W. Edgewood Drive, stated that he had no objection to the permit request, but stated that the stream that runs through the area does not drain well and needs to be cleaned.

Motion (Hidde/Boeckers) to close Neighborhood Information Meeting #1 at 6:07 p.m. Motion carried, all voting aye.

8. **CONDITIONAL USE PERMIT (CUP-08-18)** – REQUEST BY RUBBLE DEVELOPMENT LLC TO ALLOW GRADING AND FILLING WORK FOR REMOVAL OF LANDS FROM FLOOD PLAIN DESIGNATION AT 4730 N. LYNNDALE DRIVE (LOT 2 CSM 7382).

Director Buckingham noted that the Town agrees the stream needs to be cleaned and dredged. Past attempt by the Town to secure a DNR permit for this purpose denied over concerns of wetland impacts. Regarding the requested Conditional Use Permit, he explained the process that is required when filling floodplain areas. Both DNR and FEMA approvals are required.

Motion (Stadel/Boeckers) to recommend approval of the Conditional Use Permit (CUP-08-18) requested by Rubble Development, LLC, to allow grading and filling work for removal of lands from flood plain designation at 4730 N. Lynndale Drive (Lot 2 CSM 7382).

In response to questions from Commissioners Sherman and Hidde, Director Buckingham stated that the small amount of area being filled will not cause runoff amounts that could further impede the stream. He also stated that filling cannot occur until engineering plans are approved by the County, DNR and FEMA. After the filling is completed, as-built plans have to be provided by a certified engineer before final FEMA approval.

Motion to recommend approval of CUP-08-18 carried, all voting aye.

9. **NEIGHBORHOOD INFORMATION MEETING #2** – CONDITIONAL USE PERMIT (CUP-09-18) REQUESTED BY TOWN OF GRAND CHUTE TO ALLOW GRADING, FILLING, AND CULVERT CROSSING FOR UTILITY AND STREET CONSTRUCTION ASSOCIATED WITH THE EXTENSION OF N. BURAN WAY.

Chairman Schowalter opened Neighborhood Information Meeting #2 at 6:14 p.m. There was no public input.

Motion (Hidde/Sherman) to close Neighborhood Information Meeting #2 at 6:14 p.m. Motion carried, all voting aye.

10. **CONDITIONAL USE PERMIT (CUP-09-18)** – REQUEST BY TOWN OF GRAND CHUTE TO ALLOW GRADING, FILLING, AND CULVERT CROSSING FOR UTILITY AND STREET CONSTRUCTION ASSOCIATED WITH THE EXTENSION OF N. BURAN WAY.

Motion (Sherman/Hidde) to recommend approval of the Conditional Use Permit (CUP-09-18) requested by the Town of Grand Chute to allow grading, filling and a culvert crossing for utility and street construction associated with the extension of N. Buran Way. Motion carried, all voting aye.

11. **PUBLIC HEARING #1** – TOWN OF GRAND CHUTE OFFICIAL MAP AMENDMENT TO REMOVE A ROADWAY RESERVATION FOR THE EXTENSION OF N. HUNTERS LANE.

Chairman Schowalter opened Public Hearing #1 at 6:16 p.m. There was no public input.

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

12. **OFFICIAL MAP AMENDMENT (ORDINANCE NO. O-22-2018)** – CONSIDERATION OF REMOVING A ROADWAY RESERVATION FOR THE EXTENSION OF N. HUNTERS LANE.

Planner Patza provided background on changes in road configuration of Hunters Lane that have eliminated the need for this roadway reservation.

Motion (Hidde/Ulrich) to recommend Town Board adoption of Ordinance O-22-2018, amending the Official Map to remove a roadway reservation for the extension of N. Hunters Lane. Motion carried, all voting aye.

13. **CERTIFIED SURVEY MAP (CSM-16-18)** – REQUEST BY TOWN OF GRAND CHUTE FOR APPROVAL OF A TWO-LOT CSM FOR DEDICATION OF A RE-ALIGNED N. HUNTERS LANE CUL-DE-SAC.

Motion (Boeckers/Sherman) to recommend approval of CSM-16-18 requested by the Town of Grand Chute for a two-lot CSM with dedication of a re-aligned Hunters Land cul-de-sac. Motion carried, all voting aye.

14. **PUBLIC HEARING #2** – PROPOSED TOWN OF GRAND CHUTE COMPREHENSIVE OUTDOOR RECREATION STRATEGY (CORS).

Chairman Schowalter opened Public Hearing #2 at 6:20 p.m.

John Kneer spoke on behalf of Rettler Corporation, the firm that prepared the CORS. The report includes a review each park; a summary of recommendations/improvements; maintenance plans; capital funding sources; open space locations; analysis of park service areas; and, future growth opportunities. He stated that over 300 survey responses were received by the public through the planning process. The general recommendations cover items such as accessibility, acquisition of parkland, community gardens, dogs in parks, funding, parkland dedication, programming security, volunteering opportunities, staffing, and urban forestry.

In response to a question from Chairman Schowalter, Mr. Kneer explained how the strategy revealed that Grand Chute's current parkland inventory does not meet National Park Association standards for acres of parkland. He noted though that this does not take into account generally available public open space provided at school sites, Bubolz Nature Preserve, and Plamann Park.

Motion (Hidde/Ulrich) to close Public Hearing #2 at 6:26 p.m. Motion carried, all voting aye.

15. **TOWN OF GRAND CHUTE COMPREHENSIVE OUTDOOR RECREATION STRATEGY (CORS) – CONSIDERATION OF PROPOSED GRAND CHUTE CORS.**

Motion (Stadel/Boeckers) to recommend approval of the Town of Grand Chute Comprehensive Outdoor Recreation Strategy.

Commissioner Sherman asked where the full report was made available for viewing. He stated he could not recommend approval of a document he did not view. Planner Patza noted that the staff report had provided the link to the full report, which is available on the Town's website.

Motion to recommend approval of the Town of Grand Chute Comprehensive Outdoor Recreation Strategy passed on a roll vote of 4 to 3. Commissioners Stadel, Boeckers, Weber, Ulrich voting aye. Commissioners Schowalter, Sherman, Hidde voting no.

16. **CERTIFIED SURVEY MAP (CSM-19-18) – REQUEST BY TOWN OF GRAND CHUTE FOR APPROVAL OF A TWO-LOT CSM WITH ROADWAY DEDICATION AT 4105 AND 4221 N. RICHMOND STREET.**

Motion (Hidde/Ulrich) to recommend approval of Certified Survey Map CSM-19-18 requested by the Town of Grand Chute for property at 4105 and 4221 N. Richmond Street. Motion carried, all voting aye.

17. **VARIANCE FROM CHAPTER 463 OF THE GRAND CHUTE MUNICIPAL CODE (STORMWATER MANAGEMENT) – REQUEST BY JOSEPH ANF AMANDA MANTEUFEL, 1056 W. POLARIS COURT, FOR A VARIANCE GRANTING A PROTECTIVE AREA/WETLAND SETBACK REDUCTION TO ALLOW CONSTRUCTION OF A RESIDENTIAL DECK.**

Director Buckingham provided background on the request and need for a variance to allow construction of a deck at this residential property. He explained that DNR guidance on the appropriateness of granting a setback reduction is based on width, shape, or quality of the wetlands and impact to reasonable accommodation for development. This is an irregularly shaped cul-de-sac lot that is hampered by a wetland setback that encompasses 60% of the total lot area. The house meets the required setback. A reduction of wetland setback from 55' to 35' for the deck still provides greater separation than a normal 25' rear yard setback.

Motion (Hidde/Sherman) to approve a variance from Chapter 463-19(C)(4)(a)[6] of the Grand Chute Municipal Code to Joseph and Amanda Manteufel, allowing a protective area/wetlands setback of no less than 35' on the property located at W. 1056 Polaris Court (Lot 67 of the Plat of First Addition to Starview Heights). In granting this variance, the Plan Commission has determined that the variance is not contrary to the public interest and that such variance will be in general harmony with the purposes and intent of the Town's Stormwater Management and Zoning Codes; the variance will not permit the establishment of a use which is not permitted or permissible in the district; special conditions and circumstances exist which are peculiar to the land involved and which are not applicable to other lands in the same district; the literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district; the hardship is not shared generally by other land or buildings in the area; and, the hardship results from the strict interpretation of this ordinance and is not the result of self-created or self-imposed circumstances. Motion carried, all voting aye.

18. **ADJOURNMENT.**

Motion (Sherman/Boeckers) to adjourn the meeting at 6:34 p.m. Motion carried, all voting aye.

Respectfully Submitted,

Tracy Olejniczak/BB
Community Development Secretary