

## MINUTES OF THE PLAN COMMISSION MEETING – APRIL 8, 2013

### Call to Order

The Plan Commission meeting was called to order at 6:00 p.m. by President Vanden Berg

### Roll Call

PRESENT: President Vanden Berg  
Trustee Bob Berken  
Steve Eggert  
John Elrick  
Richard Schevers  
Bill Van Berkel  
Roy Van Gheem

ALSO PRESENT: Community Development Director Jim Moes, Village Administrator Charles Kell, Deputy Clerk Sandy Berkers, Jeff Elrick, Tom Flick, Curt Maas of Arrow Audio, Inc., Jared Schmidt of Robert E. Lee & Associates

### Public Appearance for Items Not on the Agenda

None

*Moved by Commissioner Elrick, seconded by Commissioner Schevers to enter into Public Hearing for Variance Request for Arrow Audio Inc.*

Ayes 7, Nays 0-Motion Carried

### Public Hearing-Variance Request-Arrow Audio, Inc. – 1301 W. Evergreen Drive – Use of an Existing Non-Conforming Sign

J. Moes noted that the current sign setback is 18 ft. and the current regulations state that there should be a minimum of 50 ft. and because they are requesting to change the sign a variance request was submitted. J. Moes stated that at the time the sign was put in place the Village's municipal code did not apply.

*Moved by Commissioner Elrick, seconded by Commissioner Van Berkel to exit Public Hearing for Variance Request for Arrow Audio Inc.*

Ayes 7, Nays 0 – Motion Carried

### Approve Minutes of the Plan Commission Meeting of March 11, 2013

*Moved by Commissioner Van Gheem, seconded by Commissioner Berken to approve the minutes of March 11, 2013 as presented.*

Ayes 7, Nays 0 – Motion Carried

### Action on Variance Request for Arrow Audio, Inc. at 1301 W. Evergreen Drive for Use of an Existing Non-Conforming Sign

J. Moes noted that the address for the Arrow Audio, Inc. is now 1209 Fullview Drive but all other aspects of the application are the same.

*Moved by Commissioner Elrick, seconded by Commissioner Eggert to approve Variance Request for Arrow Audio, Inc. at 1209 Fullview Drive.*

Further Discussion: R. Van Gheem questioned the limitations if the new sign is destroyed or changed in the future. J. Moes stated that due to state regulations the sign could be replaced if destroyed due to weather. Commissioner Van Berkel questioned the square footage of the sign. J. Moes stated that the business is allowed a minimum 200 sq. ft. per face. Curt Maas of Arrow Audio, Inc. stated that the sign is 8ft. x 27ft. Commissioner Van Berkel questioned Curt Maas if the proposed sign included the reader board and Mr. Maas stated that they did not plan on using

the bottom portion of the sign. J. Moes stated that it is his recommendation to make it a condition of approving the variance that the bottom portion of the sign is removed. Commissioner Van Berkel stated that he thought the Commission should get the proposed sign closer to the current code. C. Kell stated that the purchase of this property is contingent on the approval of the Variance Request.

*Moved by Commissioner Elrick, seconded by Commissioner Eggert to Amend the previous motion to include the removal of the bottom sign that is currently in place.*

Vote on the Motions:

Ayes 7, Nays 0, - Motion Carried

**Review/Recommendation – Rezoning Request – PBJ Holdings – Property on W. Evergreen Dr. – CH – Commercial Highway District to RT – Residential Multi-Family District**

C. Kell stated that he was working with the owners and the developer of this project and they are still working out some details. C. Kell stated that the owners of the property have submitted a rezoning request for the entire site but currently the overlay district states that residential units cannot be closer than 500ft to a traveling roadway. C. Kell stated that he would recommend that the Commission recommend to the Village Board to set a public hearing date. C. Kell stated that after the site plan was approved it could come back before the Commission so they could ask questions. C. Kell went on to say that this property is in TID #4 and that it was designed to have a maximum of 95 acres of potential housing development and as of right now there is about 65 acres available. Commissioner Elrick questioned if the North side of Evergreen Dr. was in the Town of Vandenbroek and what does the Village's Smart Growth Plan call for. J. Moes answered that "yes" it was in the Town of Vandenbroek. C. Kell answered that both commercial and residential were in the plan, but noted that our Commercial District also includes Multi-Family development. President Vanden Berg questioned if the overlay district affects the village's ability to rezone the property or how it is developed. C. Kell answered that it affects how it is developed. C. Kell went on to say that garages or ponds could be put next to the roadway as just the living quarters have to be back 500ft. Commissioner Elrick questioned the type of apartment buildings that were being proposed and C. Kell stated that the apartments would be "higher scale". C. Kell noted that the developer has also proposed a club house onsite.

*Moved by Commissioner Eggert, seconded by Commissioner Van Gheem to recommend to the Village Board to set Public Hearing and reserve recommendation until the Commission reviews more detailed site plans.*

Ayes 7, Nays 0– Motion Carried

**Review/Recommendation – Rezoning 1409 Vandenbroek Road from Residential District to Commercial District**

J. Moes stated that currently this property is zoned Multi-Family and has been for at least 25 years and also there are other commercial properties on Vandenbroek Road. J. Moes stated that the current owner would like to sell the property as he has a potential buyer who would use the property for office space, storage units, and a dog training area. J. Moes recommended to set a public hearing for the rezoning and to set a time for the conditional use to expire. Commissioner Elrick stated that he was not a fan of spot zoning this property. J. Moes recommended to the commission that they set a time frame for the conditional use to end.

*Moved by Commissioner Elrick, seconded by Commissioner Van Gheem to recommend to the Village Board to set Public Hearing for Conditional Use of 1409 Vandenbroek Road and deny the Rezoning Request.*

Ayes 7, Nays 0 – Motion Carried

**Review/Recommendation – Heesakker Park Improvements**

J. Moes stated that village code requires vegetation between a parking lot of this size and homes to protect the homes from headlights. Commissioner Elrick abstained from discussion due to ownership of property north of the park. Commissioner Van Gheem stated there currently is some vegetation adjacent to where the parking lot would be added. J. Moes stated that if Park & Rec removed the vegetation in the future that shrubbery would have to be put in its place.

*Moved by Commissioner Van Gheem, seconded by Commissioner Berken to Approve Heesakker Park Improvements as proposed with the exception that if vegetation is removed it be supplemented with appropriate buffer.*

Ayes 6, Nays 0, Abstained 1 ( Elrick) – Motion Carried

*Moved by Commissioner Elrick to Suspend Regular Order of Business and Open Hearing as the Citizen Advisory Board.*

Ayes 7, Nays 0- Motion Carried

**Suspend Regular Order of Business and Open Hearing as the Citizen Advisory Board on Storm Water Review**

- a) Review the Application for Urban Runoff Planning Grant**
- b) Approve a Resolution for the Urban Runoff Planning Grant**

Jeff Elrick stated that Public Works has a Storm Water Management Plan and it is in need of updating and with the help of this Urban Runoff Planning Grant that can be done. J. Elrick stated that the grant from the DNR will pay 70% or up to \$85,000 of the Urban Runoff Planning. Jared G. Schmidt of Robert E. Lee & Associates, Inc. presented information regarding the Planning Grant and the requirements. Mr. Schmidt stated that the Village applied for a grant in 2004 and received that grant which led to some well written ordinances. Mr. Schmidt also pointed out that planning grants lead to construction grants. Mr. Schmidt went over the current requirements for DNR Ordinances and the Total Maximum Daily Load. Mr. Schmidt stated that the Citizen Advisory Board should support the submittal of the Urban Runoff Planning Grant. Mr. Schmidt stated that in the application the Village is not asking for the full amount of the grant in hopes that would bump up the Villages point ranking. Jeff Elrick stated to the Advisory Board that if the Board is in support of applying for this grant the Village will receive more points in the application process. President Vanden Berg questioned Mr. Schmidt about the outlook of the Village's application and Mr. Schmidt stated that our application looked good and that the Village had a good 303 D Listing.

*Moved by Commissioner Van Berkel, seconded by Commissioner Elrick to sign letter of support for Urban Runoff Planning Grant and Recommend to the Village Board to Approve the Resolution for the Urban Runoff Planning Grant.*

Ayes 7, Nays 0-Motion Carried

**Close Hearing as Citizen Advisory Board on Storm Water Review and Return to Regular Order of Business of the Planning Commission**

*Moved by Commissioner Elrick, seconded by Commissioner Schevers to close the Citizen Advisory Board and Return to Regular Order of Business of the Planning Commission.*

Ayes 7, Nays 0-Motion Carried

**Unfinished Business**

None

**Items for Future Agenda**

None

**Adjournment**

*Moved by Commissioner Van Gheem, seconded by Commissioner Eggert to adjourn the  
Plan Commission meeting at 6:59 p.m.* Ayes 7, Nays 0 – Motion Carried

**VILLAGE OF LITTLE CHUTE**

---

By: Michael Vanden Berg, Village President

---

Attest: Sandy Berkers, Deputy Clerk