

MINUTES OF THE PLAN COMMISSION MEETING JUNE 14, 2021

Call to Order

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

Roll Call

PRESENT: Bill Van Berkel
President Vanden Berg
Larry Van Lankvelt
Jim Moes
Kent Taylor
Richard Schevers
EXCUSED: Todd Verboomen
STAFF PRESENT: Community Development Director Kittel

Public Appearance for Items Not on the Agenda

None

Approval of Minutes from the Plan Commission Meeting of May 3, 2021

Moved by Commissioner Moes, seconded by Commissioner Van Lankvelt to Approve the Minutes the Plan Commission Meeting of May 3, 2021

All Ayes—Motion Carried

Public Hearing 1215 Buchanan Street

Moved by Commissioner Moes, seconded by Commissioner Van Lankvelt to enter public hearing

All Ayes— Motion Carried

Director Kittel went over the request for the Conditional Use for 1215 Buchanan Street to open Heirloom Kitchen. Director Kittel advised the business for the most part will not be open to the public. The applicant, Tracy Darling was present at the meeting and advised they will be doing cooking from this facility and was available for any questions from the Commission. Commissioner Moes asked for anticipated hours; Ms. Darling advised the plan is to be open Tuesday through Saturday and generally they would be closed from 10:00 p.m. to 5:00 a.m. but occasionally may have to be there for special events. Director Kittel advised there will be a fence installed and scheduling truck deliveries during regular business hours only. There have not been any comments received from neighbors.

Moved by Commissioner Moes, seconded by Commissioner Van Lankvelt to exit public hearing

All Ayes— Motion Carried

Discussion/Action—1215 Buchanan Conditional Use

Moved by Commissioner Moes, seconded by Commissioner Van Lankvelt to Approve the Conditional Use application for use as a catering kitchen with the stipulation they be closed between 10:00 p.m. to 5:00 a.m. for any deliveries or truck traffic. Also stated the maximum sign will be 20 square feet and will hire a plumbing company to install a grease trap to prevent any clogging. Also added the installation of a maintenance free fence along the lot line according to code.

All Ayes—Motion Carried

Recommendation—Land O' Lakes Site Plan Review

Director Kittel advised the site plan is for a small addition to the existing building and staff is recommending approval. Joe the Civil Engineer from Mc Mahon advised there will be a transformer pad installed to help with utilities for some remodeling being done inside.

Moved by Commissioner Moes, seconded by Commissioner Van Lankvelt to recommend Approval of the Land O' Lakes Site Plan to the Village Board and added that the Commission would like clean up the current area of gravel.

All Ayes—Motion Carried

Recommendation—Evers CSM

Director Kittel advised staff is recommending approval

Moved by Commissioner Moes, seconded by Commissioner Van Berkel to Recommend Approval to the Village Board of the Evers CSM subject to property owners planting a lawn within 60 days of recording the CSM

All Ayes—Motion Carried

Recommendation—310 Allegiance Court CSM

Director Kittel advised this CSM is to combine lot 10 & 11 to one lot.

Moved by Commissioner Moes, seconded by Commissioner Van Berkel to Recommend Approval to the Village Board to combine lots 10 and 11 into one lot as presented on the Evers CSM

All Ayes—Motion Carried

Recommendation—360 Property Management, LLC CSM

Director Kittel advised this request is to separate three separate lots and staff is recommending approval.

Moved by Commissioner Moes, seconded by Commissioner Van Lankvelt to Recommend Approval to the Village Board for the 360 Property Management CSM as presented.

All Ayes—Motion Carried

Recommendation—Silverleaf LLC CSM

Director Kittel went over the request from Silverleaf LLC and advised the board that a 2/3rds vote will be needed to approve this CSM, staff is recommending approval.

Moved by Commissioner Van Berkel, seconded by Commissioner Van Lankvelt to Recommend to the Village Board Approval of the CSM as presented

All Ayes—Motion Carried

Unfinished Business

None

Items for Future Agenda

None


Adjournment

Moved by Commissioner Van Lankvelt, seconded by Commissioner Schevers to Adjourn the Plan Commission Meeting at 6:35 p.m.

All Ayes— Motion Carried

VILLAGE OF LITTLE CHUTE


Attest: Laurie Decker, Village Clerk


By: Michael Vanden Berg, Village President