



AGENDA

VILLAGE OF LITTLE CHUTE PLAN COMMISSION MEETING

PLACE: Little Chute Village Hall – Village Board Room

DATE: Monday, September 12, 2022

TIME: 6:00 p.m.

Virtually attend the September 12 Plan Commission meeting at 6 PM by following the link here:

Join Zoom Meeting: <https://us06web.zoom.us/j/88081681132>

Meeting ID: 880 8168 1132

Dial by your location: +1 312 626 6799 US (Chicago)

- A. Call to Order
- B. Roll Call
- C. Public Appearance for Items Not on the Agenda

1. Approval of Minutes from the Plan Commission Meeting of August 15, 2022
2. Public Hearing—701 E Lincoln Conditional Use
3. Action—701 E Lincoln Conditional Use
4. Recommendation—Patriot Drive Rezone
5. Recommendation – Faith Technologies Site Plan
6. Discussion – Green House Ordinance
7. Items for Future Agenda
8. Adjournment

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made with as much advance notice as possible to the Clerk's Office at 108 West Main Street, (920) 423-3852 September 8, 2022

MINUTES OF THE PLAN COMMISSION MEETING AUGUST 15, 2022

Call to Order

The Plan Commission meeting was called to order at 6:00 p.m. by Commissioner Van Lankvelt

Roll Call

PRESENT: Larry Van Lankvelt

Jim Moes

Bill Van Berkel

Kent Taylor

EXCUSED: Todd Verboomen

President Vanden Berg

STAFF PRESENT: Community Development Director Dave Kittel

Public Appearance for Items Not on the Agenda

None

Approval of Minutes from the Plan Commission Meeting of July 11, 2022

Moved by Commissioner Moes, seconded by Commissioner Van Berkel to approve the Plan Commission Meeting Minutes of July 11, 2022.

All Ayes—Motion Carried

Public Hearing – Variance Request at 1609 Ceil St

Moved by Commissioner Moes, seconded by Commissioner Taylor to enter into a Public Hearing

All Ayes—Motion Carried

Director Kittel presented a public hearing for a variance request at 1609 Ceil St. The request is for a greenhouse to be over 200 square feet, per Sec. 44-391, accessory buildings are not to exceed 200 square feet, a detached Garage may be up to 900 square feet, but a garage requires specific building requirements. The proposed Greenhouse is not up to the garage standards. Application has been submitted to plan commissioners.

Applicants R. Blaser and J. Blaser 1609 Ceil St, added the structure would have a pea gravel floor, secured to the ground, 120 pound per square foot snow load rating, and a 100 mph wind rating. Neighbors have been consulted about the green house, no issues were raised. Director Kittel has not received any comments or questions from the notices sent out to property owners within 100 feet. The greenhouse is for personal gardening only. This would be the first structure of its type within the Village.

Moved by Commissioner Van Berkel, seconded by Commissioner Moes to exit a Public Hearing

All Ayes—Motion Carried

Motion by Commissioner Moes, seconded by Commissioner Van Berkel to add an Action Item—Variance Request at 1609 Ceil St to the agenda.

All Ayes—Motion Carried

Action – Variance Request at 1609 Ceil St

Commissioner Moes stated the issue should be addressed by Village Board via an ordinance change specific to residential green homes and not a variance request, he recommends denying the request. Commissioner Van Berkel opposes a denial and would like to see the variance approved for this specific request.

Motion by Commissioner Moes, seconded by Commissioner Taylor to deny Variance Request as it should be addressed via an ordinance by the Village Board specific to residential green houses.

4 Ayes, 1 Nay (Van Berkel)—Motion Carried

Motion by Commissioner Moes, seconded by Commissioner Van Berkel to recommend staff propose an ordinance change on accessory structure allowing green houses in residential with restrictions as staff see fit.

All Ayes—Motion Carried

Recommendation—CSM Plaster Masters

Director Kittel presented a CSM from Plaster Masters to adjust property lines, the front of parcel remain the same, an adjustment of one lot line would take place. It still meets all Village Ordinances. Village Staff have reviewed and recommend approval of CSM as presented.

Moved by Commissioner Moes, seconded by Commissioner Van Berkelt to approve the CSM as presented.

All Ayes—Motion Carried

Recommendation – Rezoning Evergreen Drive

Director Kittel presented a rezoning request on Evergreen drive from Commercial Highway to Industrial. There are no current plans for the parcel, the request is for the potential of a larger development on the property. Staff has reviewed and has no issues with rezoning commercial highway to industrial and is recommending approval of rezoning.

Moved by Commissioner Moes, seconded by Commissioner Van Berkelt to recommend to the Village Board to set a Public Hearing on the rezoning request.

All Ayes—Motion Carried

EMC Signs in RC District

Director Kittel presented a potential request from the School District to switch their sign at the Elementary School to an EMC Sign. Per ordinance the sign would be allowed, however electric messaging is not specifically stated if allowed or not. The School district would like to make sure the Plan Commission is alright with the EMC in a residential district if they choose to move forward with the plan. It would be in the same style as the current High School Sign and stay under 40 square feet.

Moved by Commissioner Moes, seconded by Commissioner Van Berkelt to approve the EMC sign allowing the Zoning Administrator to ensure it meets requirements and controls on size and brightness are in place.

All Ayes—Motion Carried

Recommendation – Ordinance Update to Sec 44-464 Site Plan approval

Director Kittel presented an update to the ordinance, ensuring it matches the internal process currently taking place. It would also update the fee to \$500 to accommodate staff expenses. Additional fees would be charged for a second submittal as needed to cover staff time.

Moved by Commissioner Van Berkel s, seconded by Commissioner Taylor to recommend to the Village Board updates to the Ordinance on Site Plan approval.

All Ayes—Motion Carried

Unfinished Business

None

Items for Future Agenda

None

Adjournment

Moved by Commissioner Van Berkelt, seconded by Commissioner Taylor to Adjourn the Plan Commission Meeting at 6:50 p.m.

All Ayes—Motion Carried

VILLAGE OF LITTLE CHUTE

By: Michael Vanden Berg, Village President

Attest: Laurie Decker, Village Clerk

Village of Little Chute Application for CONDITIONAL USE UNDER CHAPTER 44 ZONING CODE

Application fee \$125.00

Date filed 8/26/22

The undersigned owner(s) of the property herein described hereby petition for a Conditional Use under the Village of Little Chute Zoning Ordinance Chapter 44, in the Village of Little Chute, Outagamie County, Wisconsin

Property location: 701 E. Lincoln Avenue, Little Chute, WI 54140Legal Description: Assessors Plat Lot 6 Blk 2Location: Gov Lot 3, Sect. 22, T21N, R18EParcel # 260002000Current Zoning Classification: RC Conventional single-family district

Petitioner(s) request permission be granted for the following conditional use(s):

Please see attached.

Petitioner(s) reason(s) for requesting the above described conditional use are as follows:

Please see attached.

Attach Surveys, building plans, drainage plans, site plans, statements of days & hours of operation, estimates of additional traffic generated, statements regarding effect on neighboring properties and any other additional information which may assist in determining that the proposed use is appropriate that such use is not hazardous, harmful, offensive or adverse to the environment or the value of the neighborhood or the community.

Owner(s) Name(s) Sandy DurandOwner(s) Address 701 E. Lincoln Ave, Little Chute WI 54140Phone Numbers 920-687-8614APPLICANT(S) Signature(s) Sandy DurandDate Signed 8/26/22

August 26, 2022

Re: 701 E. Lincoln Ave, Little Chute, page 1 of 2

Hello, Plan Commission,

I request permission to use the interior of the building at 701 E. Lincoln Avenue as a sensory-friendly educational/recreational venue for cognitively impaired special needs adults. It will be called Ben's Happy House LLC. I anticipate that local special needs adults will appreciate a venue that is designed just for them where they can come to enjoy a short visit in a developmentally suitable, therapeutically beneficial learning environment or celebrate a birthday with family/friends.

Many families with special needs members have no suitable options for outside entertainment due to the general public not understanding their needs. Lighting, noise, crowds, small spaces, waiting in lines, over-stimulation, and much more can be upsetting or distracting to people with special needs, and my venue will address those needs and more. In addition, visitors will feel wholly accepted, regardless of their differences, meaning no one will be expecting too much, staring at them, making fun, or misjudging them. Neurotypical people (the general population) have many, many enjoyable options; I want to create one just for special needs folks.

This venue will include a number of different "stations" where the special needs adult can choose to participate with others, do or explore something individually, or just relax.

Only the interior of the building will be used for this purpose; there will be no outside activities. This is for safety and comfort of the visitors.

Each special needs adult will be accompanied by his own caregiver or adult family member throughout the visit. In addition to benefiting special needs adults, this venue will also benefit their families and caregivers by allowing them to bring their special individuals to a safe and therapeutic environment and not worry about things they typically would have to worry about in traditional entertainment venues.

Visitor group size would be kept small to allow for ample access to activities, and visits would be by appointment only and limited to three hours duration. Depending on the number per group, only one to four special needs adults would be scheduled to visit during the same window of time. I anticipate no more than 8-10 visitors at a time, including caregivers.

We will not be preparing food onsite; however we will offer a small variety of pre-packaged single-serve snacks and beverages for purchase from a small cooler case. This is intended as one of the educational elements of the venue where special needs adults can be empowered to select and pay for their own snacks without anyone rushing them. In addition, it's possible that we will host catered meals from local restaurants for birthday/celebration gatherings. There will be no alcohol or smoking under any circumstances. Caterers would prepare, bring, and serve food for any such events.

Operating hours would be 11:00 a.m. to 7:00 p.m.

No walk-in visitors will be allowed. Visits will be by appointment only.

Re: 701 E. Lincoln Ave, Little Chute, page 2 of 2

Initially, there will be two employees -- myself and one other -- who will park in the driveway. Later I anticipate accepting volunteers who want to learn how to work with special needs folks. I would encourage law enforcement, firefighters, paramedics, medical personnel, in particular, to volunteer. Volunteer/employee training will be provided.

There will be no outside signage, neon, or special lighting other than lighting needed for safety purposes.

Because special needs visitors typically cannot drive and would need to be escorted to the venue, I ask that two reserved parking spaces be marked off on the streets -- one immediately in front of the building on Lincoln Avenue and one on the side of the building on Taylor Street. Reserved parking would ensure that special needs individuals are able to quickly and safely transfer between vehicle and venue. While the special needs people would likely qualify for handicapped parking tags, they will be escorted by family or caregivers who might not have such signage. Therefore, I am asking for "reserved" spaces instead of "handicapped" only spaces. The building is on a corner lot, and the Lincoln and Taylor spaces would both be very close to the front entrance.

This building (for many years) served as a daycare facility, and it is ideally suited for this purpose. I have made a number of improvements since the daycare moved out, and there is much more to be done. However, structurally, the building has all the essentials and plenty of space.

We would only be using the front of the building for the venue, which has two half-bathrooms (one ADA suitable). Living quarters are separately located on the back of the building, and those will not be part of this venue. My family lives in the living quarters.

My qualifications to open and run this type of venue are:

1. I'm an experienced parent of severely disabled adults who inspired this idea.
2. I have a master's degree in complementary medicine and have studied special needs concerns for many years. I am very comfortable with special needs individuals, and I understand the multi-faceted concerns of this population and its caregivers. I also have a business degree.
3. I am a certified food safety manager, so although we won't be doing food prep on site, I know the safety protocols well enough to ensure any caterers are following good practices.
4. This has been a dream of mine for many years, and I think it would be a great fit for Little Chute.

I welcome any questions and the opportunity to clarify as needed. I think there is much need for this type of venue, and I request permission to proceed.

Thank you so much for your consideration!

Sandy Durand
701 E. Lincoln Ave.
Little Chute, WI 54140
920-687-8614



701 E. Lincoln Ave.
Little Chute WI 54140



701 E. Lincoln Ave
Little Chute WI 54140



701 E. Lincoln Ave.
Little Chute WI 54140



701 E. Lincoln Ave
Little Chute WI 54140

**VILLAGE OF LITTLE CHUTE
PLAN COMMISSION
NOTICE OF PUBLIC HEARING**

CONDITIONAL USE REQUEST

NOTICE IS HEREBY GIVEN that a Public Hearing will be held on September 12, 2022 at 6:00 p.m. by the Plan Commission, for consideration of the granting of conditional use under authority provided in Section 44 Village Code of Ordinance. Owner requests a conditional use permit for an adult special needs education/recreational venue, more specifically a facility that will provide an environment for cognitively impaired special needs adults to explore, interact, and learn under the name Ben's Happy House. The property is Zoned; RC-Residential single-family District in the Village of Little Chute, Outagamie County, Wisconsin.

Address: 701 E Lincoln Ave

Parcel # 260002000

Legal Description: ASSESSORS PLAT LOT 6 BLK 2

Current Owner: SANDRA DURAND

Applicant: SANDRA DURAND

DATE OF HEARING: September 12, 2022

TIME OF HEARING: 6:00 p.m.

PLACE OF HEARING: Village Hall

Board Room

108 West Main Street

Little Chute, WI 54140

If you have any questions, please contact the Zoning Administrator at (920) 423-3870

Publish: September 7, 2022

Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

September 7, 2022
**VILLAGE OF LITTLE CHUTE
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NOTICE OF PUBLIC HEARING
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DATE OF HEARING:	September 12, 2022
TIME OF HEARING:	6:00 p.m.
PLACE OF HEARING:	Village Hall Board Room 108 West Main Street Little Chute, WI 54140

If you have any questions, please contact the Zoning Administrator at (920) 423-3870

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WNAXLP

VILLAGE OF LITTLE CHUTE

ORDINANCE NO. ___, SERIES OF 2022

AN ORDINANCE AMENDING CHAPTER 44, MUNICIPAL CODE OF THE VILLAGE OF LITTLE CHUTE AND THE OFFICIAL ZONING MAP, WHICH IS A PART THEREOF, BY MAKING THE FOLLOWING CHANGES IN THE DISTRICT AS NOW PROVIDED.

WHEREAS, a request for rezoning by the Village Board of Trustees, Village of Little Chute and has been referred to the Village of Little Chute Plan Commission for said Commission's recommendation; and

WHEREAS, the Village of Little Chute Plan Commission has recommended the following actions; and

WHEREAS, the Village Board of Trustees finds the following actions to be consistent with overall intent of the adopted guidelines within the Village Comprehensive Plan's goals, objectives, policies and recommendations; and

WHEREAS, the required public hearing regarding the rezoning has been held before the Village Board of Trustees,

NOW, THEREFORE, the Village Board of Trustees, Village of Little Chute, do ordain as follows:

Section 1. That the Zoning Ordinance, Chapter 44 Zoning, Municipal Code of the Village of Little Chute, and the official zoning map which is a part thereof, is hereby amended, by making the following changes:

(1) The following described property shall now be officially zoned as RT-Residential Two Family;

Parcel # 260446800, 260446700, 260446600, 260446500, 260446400

More particularly described as follows:

Schumacher Business Park Lots: 8, 9, 10, 11, 12

Section 2. That this Ordinance shall be in full force and effect from and after its passage as provided by law, and upon its passage, the Village Zoning Administrator is authorized and directed to make the necessary changes to the official zoning map of the Village of Little Chute, all in accordance with this Ordinance.

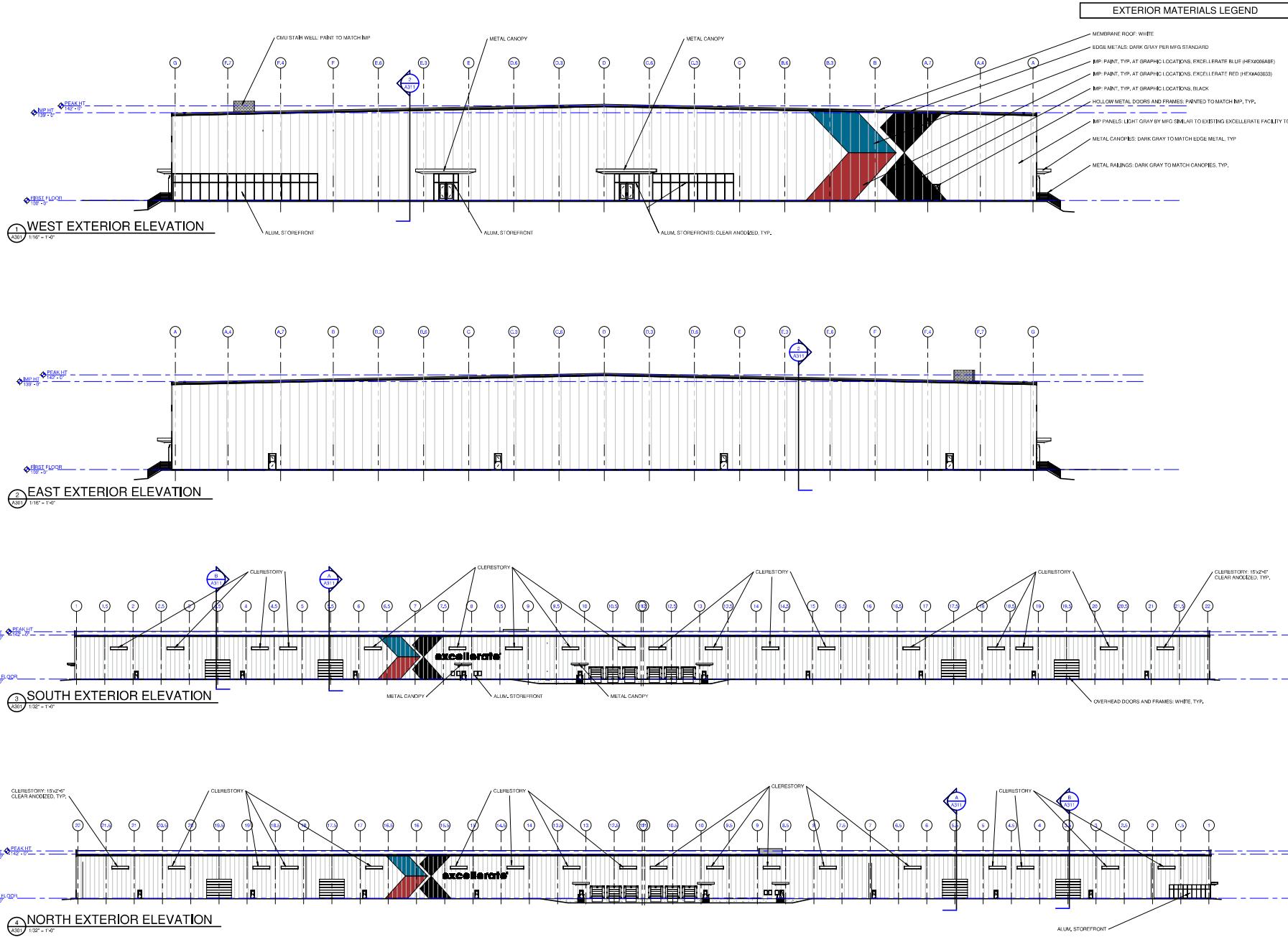
Section 3. Recorded Vote. ____ For ____ Against

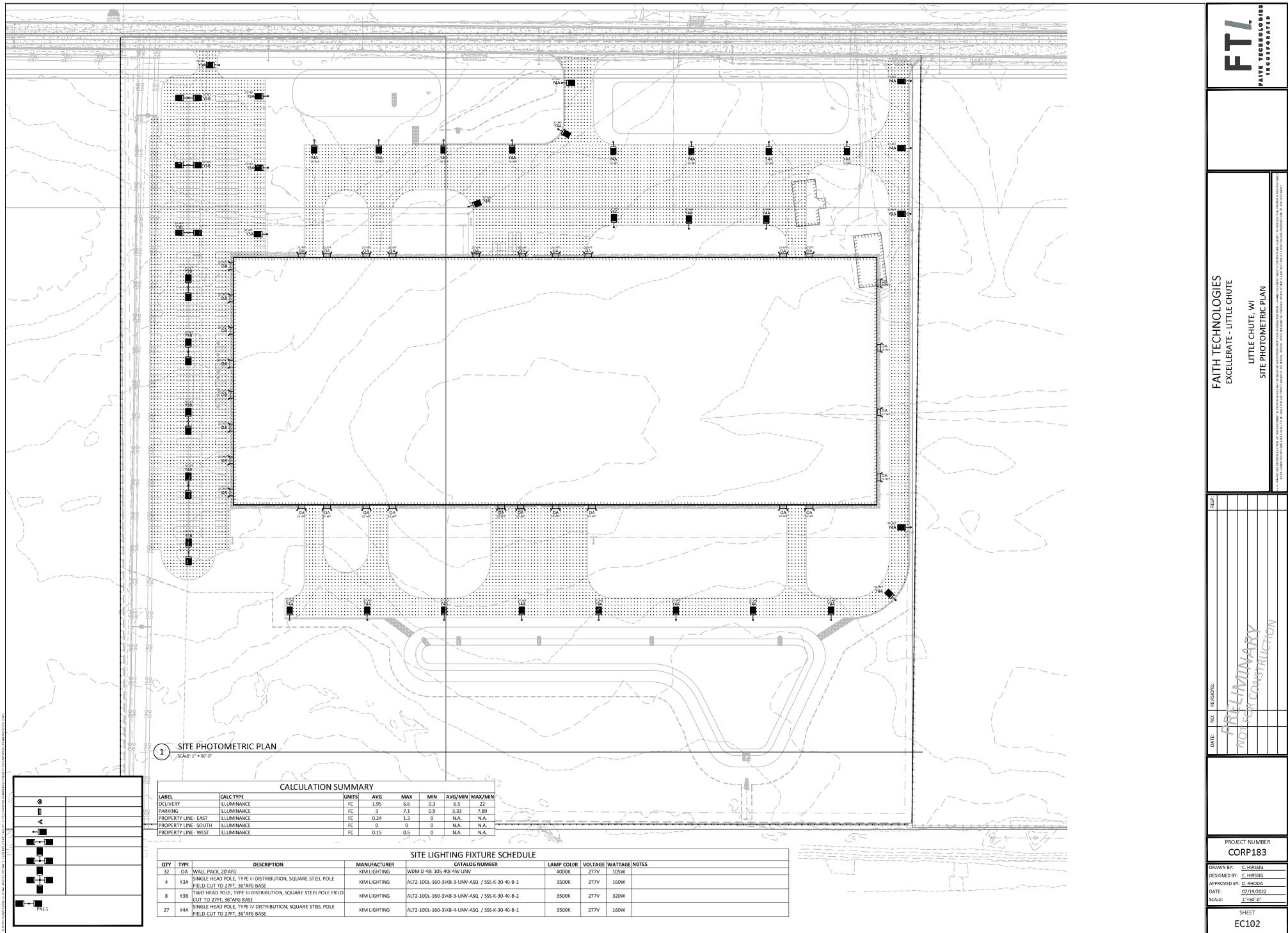
Date introduced, approved and adopted: September 21, 2022

VILLAGE OF LITTLE CHUTE

By _____
Michael R. Vanden Berg, Village President

By _____
Laurie Decker, Village Clerk







Item For Consideration

For Plan Commission Review On: 9/12/2022
Agenda Item Topic: Updates to Sec 44-391

Prepared On: 9/8/2022
Prepared By: Dave Kittel CDD

Report: From the Variance for a greenhouse discussion in August see information below for adding green houses to Section 44 of the Village Ordinance:

Definition: "Greenhouse" means a structure exclusively used for the cultivation of plants in which natural sunlight is allowed to enter through transparent material and temperature and humidity are controlled.

Size limit: 400 sqft no more than 12ft tall

Additional restrictions: greenhouses must be secured to the ground with either a foundation or appropriately sized ground anchors

Fiscal Impact: None

Recommendation/Board Action: Item for discussion to ensure Plan commission is in favor of this approach

Respectfully Submitted,

Dave Kittel, Community Development Director