

## 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

Laurie Decker  
Attest: Laurie Decker, Village Clerk

Michael Vanden Berg  
By: Michael Vanden Berg, Village President

