



# AGENDA

## VILLAGE OF LITTLE CHUTE PLAN COMMISSION MEETING

PLACE: Little Chute Village Hall – Village Board Room

DATE: Monday, October 10, 2022

TIME: 6:00 p.m.

**Virtually attend the October 10<sup>th</sup> Plan Commission meeting at 6 PM by following the link here:**

Join Zoom Meeting: <https://us06web.zoom.us/j/89455926688>

Meeting ID: 894 5592 6688

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 September 12, 2022
2. Recommendation—Signs for St. Johns Church
3. Recommendation – Karen Street Vacation
4. Discussion – Possible New Zoning Classifications
5. Items for Future Agenda
6. 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 October 6, 2022

## MINUTES OF THE PLAN COMMISSION MEETING SEPTEMBER 12, 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  
Todd Verboomen  
President Vanden Berg

STAFF PRESENT: Community Development Director Dave Kittel, Administrator Beau Bernhoft

### Public Appearance for Items Not on the Agenda

None

### Approval of Minutes from the Plan Commission Meeting of August 15, 2022

*Moved by Commissioner Taylor, seconded by Commissioner Van Berkel to approve the Plan Commission Meeting Minutes of August 15, 2022.*

All Ayes—Motion Carried

### Public Hearing – 701 E Lincoln Conditional Use

*Moved by Commissioner Moes, seconded by Commissioner Van Lankvelt to enter into a Public Hearing at 6:03*

All Ayes—Motion Carried

Administrator Bernhoft presented a public hearing on a request for a special use permit at 701 E Lincoln Ave for the operation of a center for special needs adults. The property is zoned RC residential. Previously the property was used as a daycare facility, currently used as residential. No concerns or inquiries about the property have been received by staff. Staff have reviewed and recommend approval with specific conditions. Specifically hours of operations from 11 am – 7 pm, no more than 10 people would use the facility at a time, and Community Development Director would be allowed to inspect the property to insure compliance.

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

All Ayes—Motion Carried

### Action – 701 E Lincoln Conditional Use

*Motion by Commissioner Moes, seconded by Commissioner Van Lenkvelt to approve the conditional use application as presented with conditions outlined.*

All Ayes—Motion Carried

### Recommendation—Patriot Drive Rezone

Administrator Bernhoft presented a request to rezone 5 lots on Patriot Drive from commercial highway to RT residential two family. This request is in line with the housing goals of the Village and will provide lots of options for housing.

*Moved by Commissioner Moes, seconded by Commissioner Verboomen to recommend the Village Board set a public hearing to change the zoning as requested.*

All Ayes—Motion Carried

### Recommendation – Faith Technologies Site Plan

Administrator Bernhoft presented the site plan provided by Faith Technologies. Staff have reviewed and recommend.

*Moved by Commissioner Van Lankvelt, seconded by Commissioner Van Berkel to recommend to the Village Board the Faith Technologies Site Plan.*

All Ayes–Motion Carried (Verboomen Abstained)

### **Discussion – Green House Ordinance**

Administrator Bernhoft lead a discussion on the parameters of potential residential greenhouse ordinance changes. Staff will create an ordinance for Village Board to review.

### **Unfinished Business**

None

### **Items for Future Agenda**

None

### **Adjournment**

*Moved by Commissioner Van Lankvelt, seconded by Commissioner Taylor to Adjourn the Plan Commission Meeting at 6:19 p.m.*

All Ayes–Motion Carried

## **VILLAGE OF LITTLE CHUTE**

---

By: Michael Vanden Berg, Village President

---

Attest: Laurie Decker, Village Clerk

58 1/2" Icon  
15" Letter

46" Icon  
237" Width Lettering



Front Signage

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Date: 8/19/2022

File Name: 40356 \_ Campus Signage

Page: 1

Version: 3

Scale: 1:10

File Drawn By: Travis T.

## St. John Nepomucene

### Project Details:

#### Front Signage

- Custom formed plastic lettering, stud mounted front of overhang.
- Black 6mm aluminum composite, stud mounted to opening for icon.
- Qty: 1 set.

### Install Notes / Pickup Info:

**Signarama.com**

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### Color Specifications

● Black

231" Width

15" Letter



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Date: 8/19/2022

File Name: 40356 \_ Campus Signage

Page: 2

Version: 3

Scale: 1:10

File Drawn By: Travis T.

## St. John Nepomucene

### Project Details:

#### Portico Signage

- Custom formed plastic lettering, stud mounted to both entrance sides of overhang.
- Qty: 2 sets.

### Install Notes / Pickup Info:

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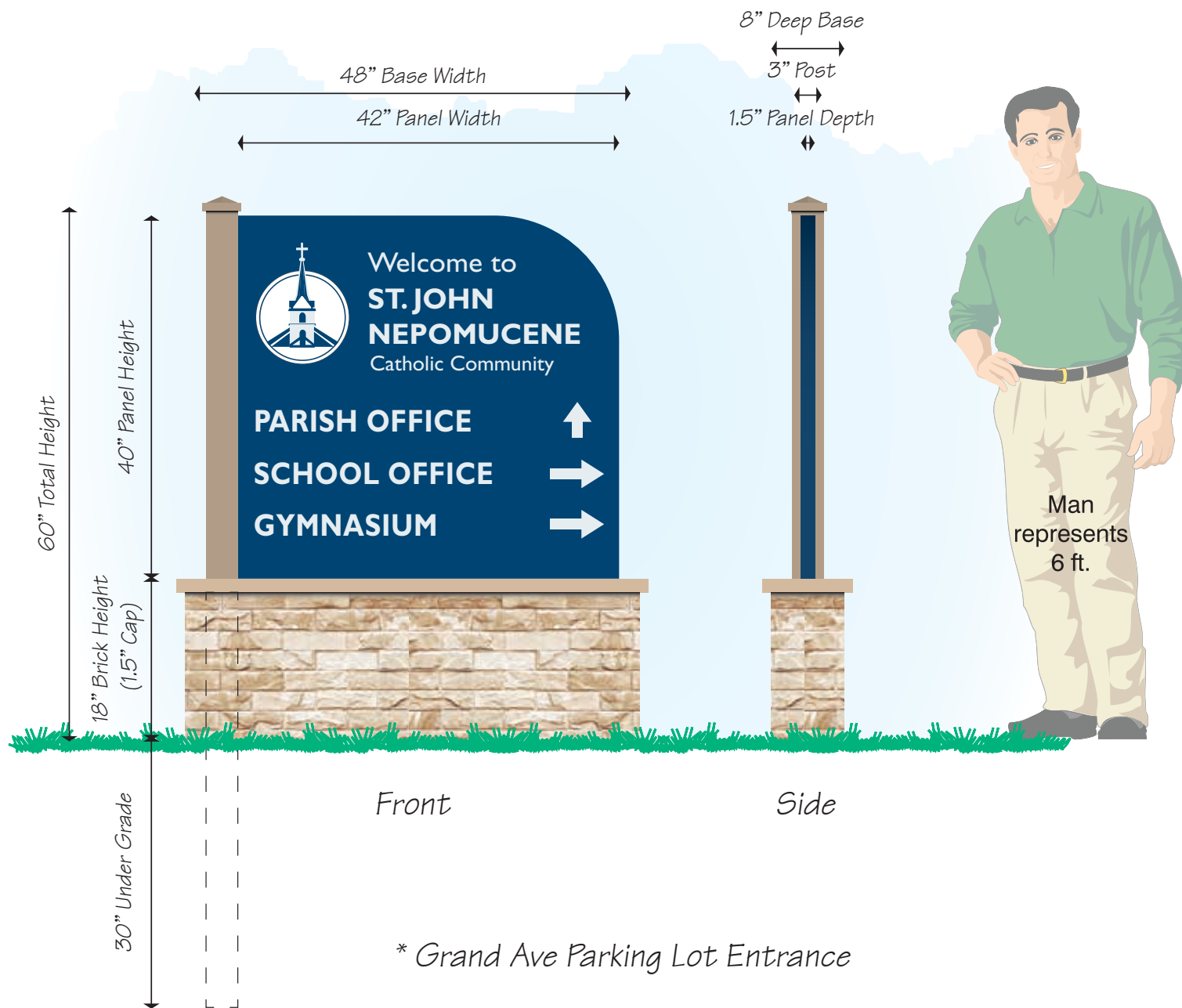
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### Color Specifications



Black



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 Page: 3  
 Version: 3  
 Scale: 1:10  
 File Drawn By: Travis T.

## St. John Nepomucene

### Project Details:

#### Wayfinding Signage

- Custom fabricated aluminum sign flag mounted to 3" post with cap.
- Single sided.
- Masonry base.

\* Masonry base will be billed direct from vendor.

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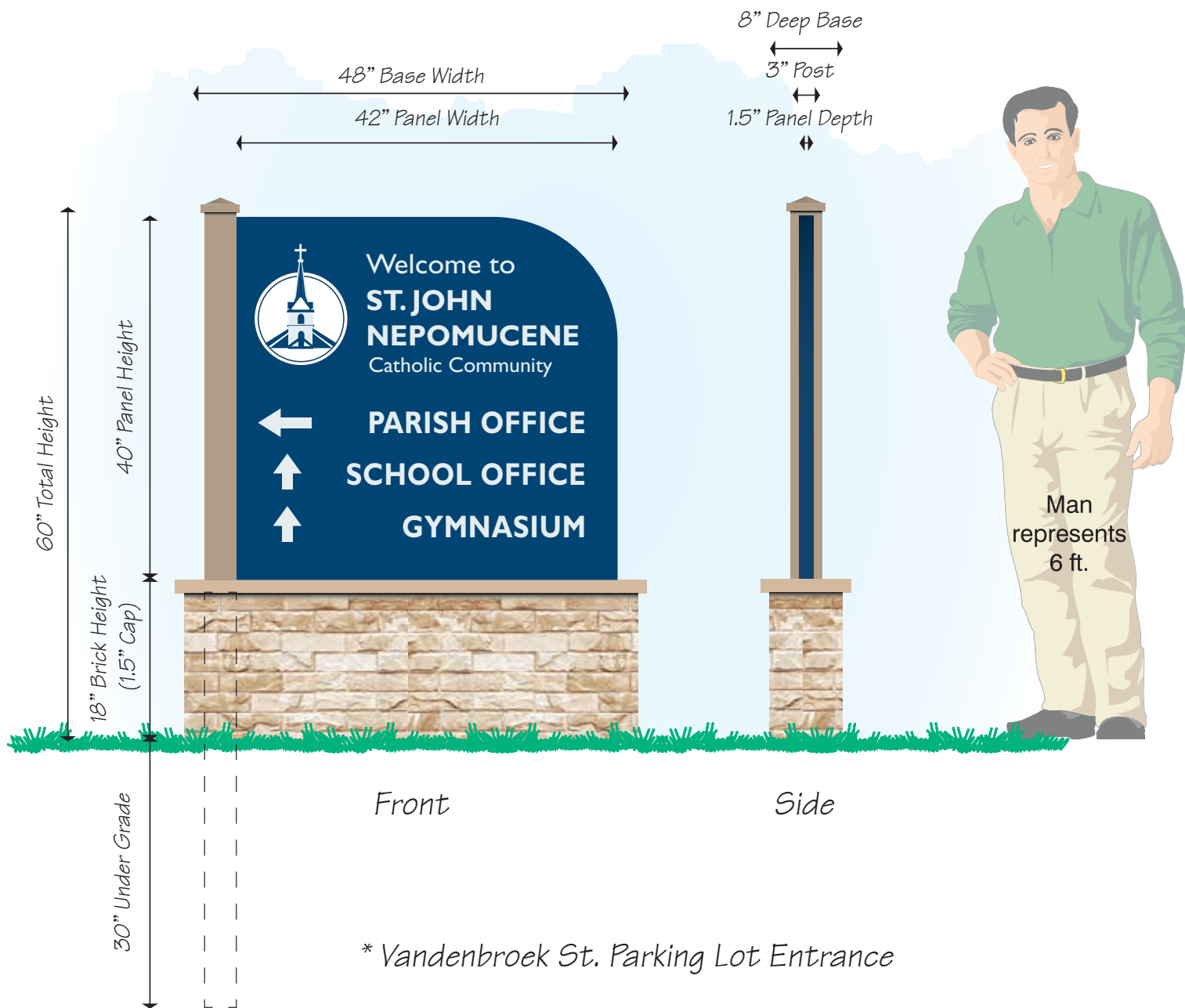
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**Color Specifications**



C: 98 M: 75 Y: 34 K: 20



\* Vandebroek St. Parking Lot Entrance

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Date: 8/19/2022  
 File Name: 40356 \_ Campus Signage  
 Page: 4  
 Version: 3  
 Scale: 1:10  
 File Drawn By: Travis T.

## St. John Nepomucene

### Project Details:

#### Wayfinding Signage

- Custom fabricated aluminum sign flag mounted to 3" post with cap.
- Single sided.
- Masonry base.

\* Masonry base will be billed direct from vendor.

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### Color Specifications



C: 98 M: 75 Y: 34 K: 20



\* Grand Ave Entrance 1:20 Scale

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Date: 8/19/2022

File Name: 40356 \_ Campus Signage

Page: 5

Version: 3

Scale: 1:10

File Drawn By: Travis T.

## St. John Nepomucene

### Project Details:

#### Wayfinding Signage

- Custom fabricated aluminum sign flag mounted to 3" post with cap.
- Single sided.
- Masonry base.

\* Masonry base will be billed direct from vendor.

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Color Specifications



C: 98 M: 75 Y: 34 K: 20



\* Vandebroek St. Parking Lot Entrance 1:20 Scale (Approximate)

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Date: 8/19/2022

File Name: 40356 \_ Campus Signage

Page: 6

Version: 3

Scale: 1:10

File Drawn By: Travis T.

## St. John Nepomucene

### Project Details:

#### Wayfinding Signage

- Custom fabricated aluminum sign flag mounted to 3" post with cap.
- Single sided.
- Masonry base.

\* Masonry base will be billed direct from vendor.

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Placement on Building 1:20 Scale



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Date: 8/19/2022

File Name: 40356 \_ Campus Signage

Page: 7

Version: 3

Scale: 1:10

File Drawn By: Travis T.

## St. John Nepomucene

### Project Details:

#### School Entrance Sign

- Digitally printed and laminated graphics applied to window above entrance.
- \* Existing plastic will need to be removed.
- Installation included.

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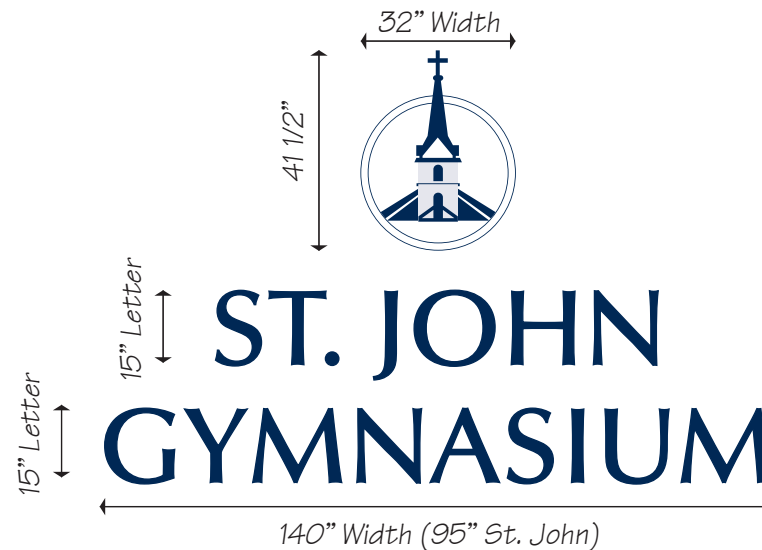


C: 98 M: 75 Y: 34 K: 20

Placement on Building 1:20 Scale



\*Existing Lettering  
To Be Removed



## Color Specifications



2050 Dark Blue

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Date: 8/19/2022

File Name: 40356 \_ Campus Signage

Page: 8

Version: 3

Scale: 1:10

File Drawn By: Travis T.

## St. John Nepomucene

### Project Details:

#### Gymnasium Signage

- Removal of existing stud mounted metal lettering.
- New formed plastic lettering, stud mounted to concrete aggregate.
- Stud mounted aluminum composite logo icon installed.
- Qty: 1 set.

### Install Notes / Pickup Info:

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**VILLAGE OF LITTLE CHUTE**

**RESOLUTION NO. \_\_\_\_ SERIES OF 2022**

**A RESOLUTION VACATING KAREN DRIVE, LOCATED IN THE VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN**

**WHEREAS**, Section 66.1003(2) of the Wisconsin Statutes allow the discontinuance of a street, or portion of a street, to be initiated by a Village Board, and

**WHAREAS**, the legal description describing Karen Drive to be Vacated is attached to this resolution as “Exhibit A”, and

**WHEREAS**, a map depicting Karen Drive to be Vacated is attached to this resolution as “Exhibit B”, and

**WHEREAS**, Agropur agrees to accepting the area of Karen Drive being vacated or discontinued; and

**WHEREAS**, the Little Chute Board of Trustees has held a public hearing on November 2, 2022 regarding the discontinuance of a portion of Pine Street, and

**WHEREAS**, the Little Chute Board of Trustees has determined that the public interest is best served by the discontinuance of a Karen Drive;

**NOW, THEREFORE BE IT RESOLVED**, by the Little Chute Board of Trustees that Karen Drive be discontinued and vacated as follows:

Part of the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 9, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County Wisconsin; More fully described as follows:  
Commencing at the East  $\frac{1}{4}$  corner of said Section 9; Thence S  $00^{\circ}11'16''$  W, along the East line of the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of said Section 9, 658.14 feet; Thence N  $88^{\circ}45'08''$  W, 50.01 feet to the West right of way of Freedom Road; Thence S  $00^{\circ}11'16''$  W, along said West right of way, 136.49 feet to the Point of Beginning; Thence N  $88^{\circ}45'08''$  W, along the North right of way of Karen Drive, 1,257.99 feet to the East line of Lot 2, Certified Survey Map 7277; Thence S  $00^{\circ}30'58''$  W, along said East line, 80.01 feet; Thence S  $88^{\circ}45'08''$  E along the South right of way of Karen Drive, 1,258.44 feet to the West right of way of Freedom Road; Thence N  $00^{\circ}11'16''$  E, along said West right of way, 80.01 feet to the Point of Beginning.

**BE IT FURTHER RESOLVED**, that upon adoption of this resolution the above described Karen Drive be hereby vacated and be attached to Lot 1 of Certified Survey Map 7620

**BE IT FURTHER RESOLVED**, that a notice of the public hearing be published as a Class 3 notice, under CH 985.

Date introduced: September 21, 2022

Approved and Adopted:

**VILLAGE OF LITTLE CHUTE**

By \_\_\_\_\_  
Michael R. Vanden Berg, Village President

Attest: \_\_\_\_\_  
Laurie Decker, Village Clerk

## EXHIBIT A

### Legal Description of Karen Drive

Part of the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 9, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County Wisconsin; More fully described as follows:

Commencing at the East  $\frac{1}{4}$  corner of said Section 9; Thence S  $00^{\circ}11'16''$  W, along the East line of the Northeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of said Section 9, 658.14 feet; Thence N  $88^{\circ}45'08''$  W, 50.01 feet to the West right of way of Freedom Road; Thence S  $00^{\circ}11'16''$  W, along said West right of way, 136.49 feet to the Point of Beginning; Thence N  $88^{\circ}45'08''$  W, along the North right of way of Karen Drive, 1,257.99 feet to the East line of Lot 2, Certified Survey Map 7277; Thence S  $00^{\circ}30'58''$  W, along said East line, 80.01 feet; Thence S  $88^{\circ}45'08''$  E along the South right of way of Karen Drive, 1,258.44 feet to the West right of way of Freedom Road; Thence N  $00^{\circ}11'16''$  E, along said West right of way, 80.01 feet to the Point of Beginning.

**Recorded**

## Exhibit B

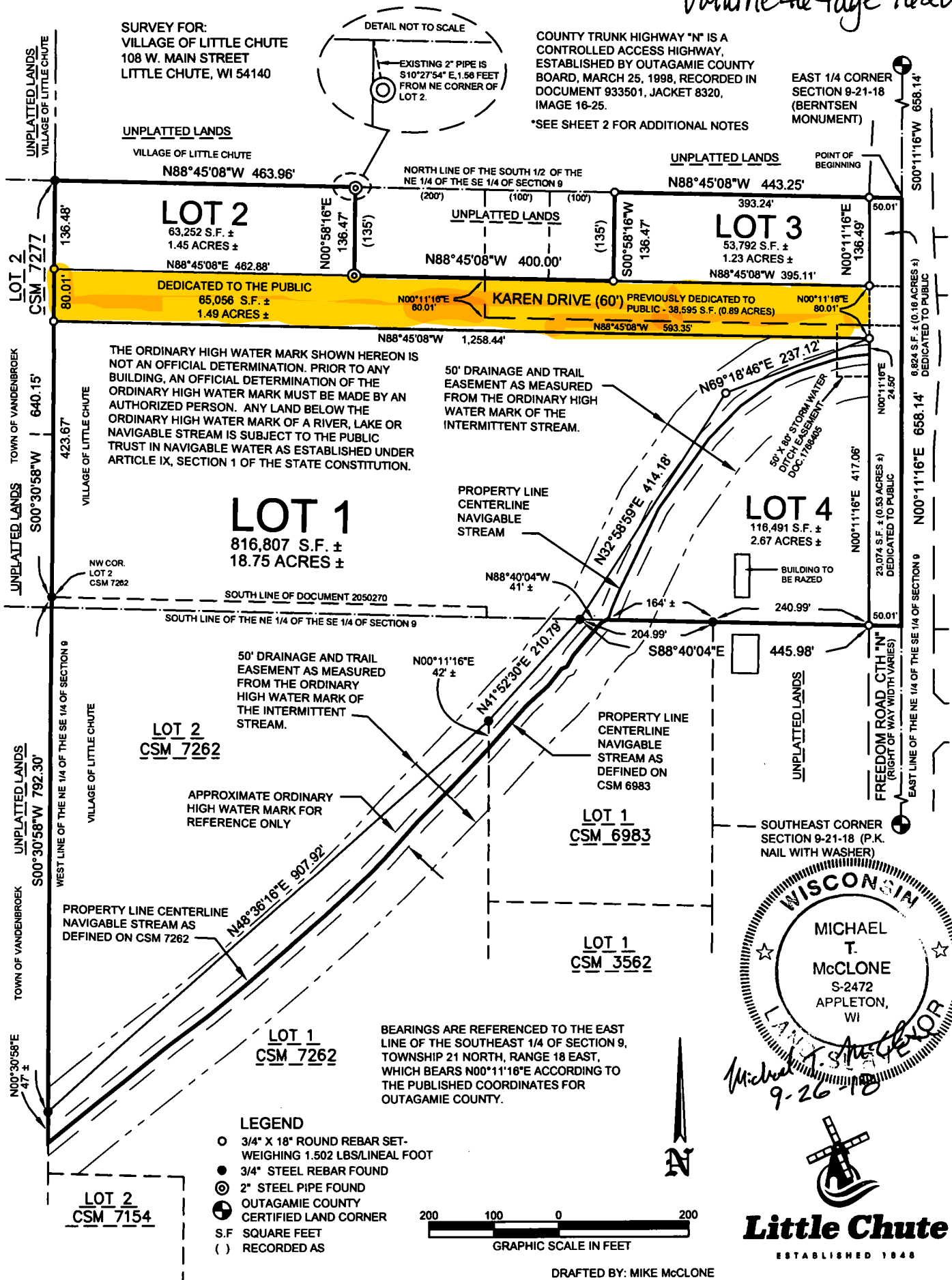
**OUTAGAMIE COUNTY  
SARAH R VAN CAMP  
REGISTER OF DEEDS**

**Fee Amount: \$30.00**  
**Total Pages: 3**

CERTIFIED SURVEY MAP No. 7620 SHEET 1 OF 3

PART OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, AND ALL OF LOT 2 OF CERTIFIED SURVEY MAP 7262 AS RECORDED IN VOLUME 43 OF MAPS ON PAGE 7262 AS DOCUMENT 2085589, BEING A PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, AND A PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 9, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

Volume 46 Page 7620



CERTIFIED SURVEY MAP No. 7620 SHEET 2 OF 3

PART OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, AND ALL OF LOT 2 OF CERTIFIED SURVEY MAP 7262 AS RECORDED IN VOLUME 43 OF MAPS ON PAGE 7262 AS DOCUMENT 2085589, BEING A PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, AND A PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 9, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, Michael T. McClone, Wisconsin Professional Land Surveyor 2472, certify that I have surveyed, divided, combined and mapped all of Lot 2, Certified Survey Map 7262, and part of the South 1/2 of the Northeast 1/4 of the Southeast 1/4, Section 9, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin. Bounded and described as follows:

Commencing at the East 1/4 corner of said Section 9; Thence S00°11'16"W, along the East line of the Northeast 1/4 of the Southeast 1/4 of said Section 9, 658.14 feet to the Point of Beginning; Thence N88°45'08"W, along the North line of the South 1/2 of said Northeast 1/4, 50.01 feet, to the West right of way of Freedom Road; Thence continuing N88°45'08"W along said North line, 393.24 feet; Thence S00°58'16"W, 136.47 feet, to the North right of way of Karen Drive; Thence N88°45'08"W, along said North right of way, 400.00 feet to an existing 2" pipe; Thence N00°58'16"E, 136.47 feet to said North line, Thence N88°45'08"W, along said North line, 463.96 feet to the East line of Lot 2, Certified Survey Map 7277; Thence S00°30'58"W, along said East line, 640.15 feet to the Northwest corner of Lot 2, Certified Survey Map 7262; Thence continuing S00°30'58"W, along the West line of said Lot 2, CSM 7262, 792.30 feet to the start of a meander line of the centerline of an intermittent navigable stream, as shown on said CSM 7262, said point bears N00°30'58"E a distance of 47 feet, more or less, from said centerline; Thence N48°36'16"E, along said meander line, 907.92 feet to a meander corner that bears N00°11'16"E, being an extension of the West line of Lot 1, Certified Survey Map 6983, a distance of 42 feet, more or less, from said centerline; Thence N41°52'30"E, 210.79 feet to a meander corner on the South line of the Northeast 1/4 of the Southeast 1/4 of Section 9, which bears N88°40'04"W a distance of 41 feet, more or less, from said centerline; Thence S88°40'04"E, along said South line, 445.98 feet to the West right of way of Freedom Road; Thence continuing S88°40'04"E along said South line, 50.01 feet to the East line of the Northeast 1/4 of the Southeast 1/4 of said section 9; Thence N00°11'16"E, along said East line, 658.14 feet to the Point of Beginning. Including all of that land lying between the above described meander line and the centerline of the intermittent navigable stream bounded by the extension of the respective lines of the above described parcel to said centerline, reserving the Westerly portion of Freedom Road as presently used for road purposes. Described land contains 1,183,894 Square Feet (27.18 acres), more or less. Subject to all easements and restrictions of record.

I further certify that I have made this survey under the direction of the Owner(s) of said land and that this map is a correct representation of the exterior boundary lines of the land surveyed, divided and combined, and that I have fully complied with Section 236.34 of the Wisconsin Statutes and the Village of Little Chute Subdivision Ordinance.

*Michael T. McClone* 9-26-18  
Michael T. McClone, PLS- 2472                      Date  
Village of Little Chute  
108 W. Main Street  
Little Chute, WI 54140  
(920) 423-3862



NOTES:

- 02 mhm
- THIS CSM INCLUDES THE FOLLOWING TAX PARCELS: 260-0176-04 AND 260-4334-00.
  - THE PROPERTY OWNER OF RECORD IS THE VILLAGE OF LITTLE CHUTE.
  - THIS PROPERTY IS CONTAINED WHOLLY WITHIN LANDS DESCRIBED IN DOCUMENTS 2050270 AND 2085589.
  - FREEDOM ROAD (CTH "N") RECORD DOCUMENTS: VOLUME 502, PAGE 111; JACKET 17347, IMAGE 38; OMNNI ROW PLAT, DATE 1/24/1996
  - KAREN DRIVE RECORD DOCUMENTS: VOLUME 652, PAGE 353; TOWN OF VANDENBROEK RESOLUTION, DATE 9-8-1964
  - PRIOR TO CONSTRUCTION, CONTACT WISCONSIN DEPARTMENT OF NATURAL RESOURCES TO DETERMINE NAVIGABILITY OF INTERMITTENT WATERWAY AND LOCATION OF ORDINARY HIGH WATER. FUTURE DEVELOPMENT OF LOTS 1 AND 4 MAY REQUIRE A WETLAND DELINEATION DUE TO PRESENCE OF HYDRAULIC SOILS.

CERTIFIED SURVEY MAP No. 7620 SHEET 3 OF 3

PART OF THE SOUTH 1/2 OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, AND ALL OF LOT 2 OF CERTIFIED SURVEY MAP 7262 AS RECORDED IN VOLUME 43 OF MAPS ON PAGE 7262 AS DOCUMENT 2085589, BEING A PART OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4, AND A PART OF THE SOUTHEAST 1/4 OF THE SOUTHEAST 1/4, SECTION 9, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNY, WISCONSIN.

TREASURER'S CERTIFICATE

I/We hereby certify that there are no unpaid taxes or special assessments on any of the lands included in this Certified Survey Map.

Valerie Clarizio 9/26/18  
Village Treasurer Date

Trista J Wuppe 10/3/2018  
County Treasurer Date

OWNER'S CERTIFICATE

Village of Little Chute, as Owner, I hereby certify that I have caused the land described on this map to be surveyed, divided, combined, mapped and dedicated as represented on this Certified Survey Map. I further certify that this Certified Survey Map is required to be submitted to the following for approval.

Village of Little Chute

Michael R. Vanden Berg  
Michael R. Vanden Berg  
Village President

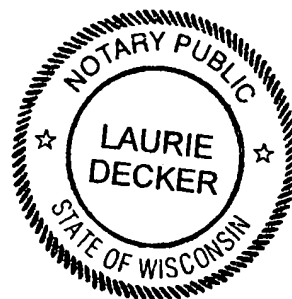
State of Wisconsin)  
ss)  
Outagamie County)

Personally appeared before me on the 27 day of September, 2018, the above named persons to me known to be the persons who executed the foregoing instrument, and acknowledged the same.

Laurie Decker  
Notary Public

Outagamie County, Wisconsin.

My commission expires: 4/10/2022

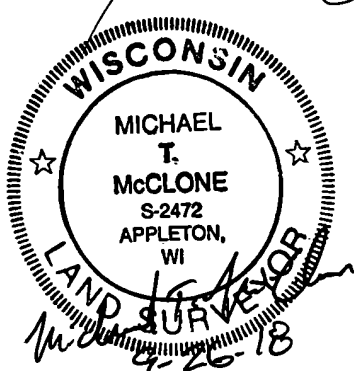


Village Board Approval

Approved by the Village of Little Chute, Outagamie County, Wisconsin, by the Village Board on the 19 day of September, 2018.

Michael R. Vanden Berg  
Michael R. Vanden Berg  
Village President

Laurie Decker  
Laurie Decker  
Village Clerk





## Item For Consideration

For Plan Commission Review On: 10/10/2022  
Agenda Item Topic: New zoning classification

Prepared On: 10/6/2022  
Prepared By: Dave Kittel CDD

Report: There are areas in the Village that have smaller commercial lots not in a highway area that are in mixed-use settings. These lots are not ideal for Industrial use due to conflicts with residential areas but, some of the set back requirements for Commercial Highway zoning limits the building footprint substantially and makes them less desirable. Many other communities in the area have a commercial zoning that have less restrictive setbacks with a front yard setback of 25 feet over the 40 feet of our current Commercial Highway district. This would allow for more use on smaller commercial lots as well as match up with existing structures in older areas and mixed-use areas. In order to maximize the development potential of these lots that are remaining Staff is looking at a new zoning classification to better fit these situations and allow for more development to occur that will mesh with existing developments. At this time staff is looking for direction before investing time and resources on creating more specifications.

Fiscal Impact: None

Recommendation/Board Action: Discussion and looking for direction on pursuing a new commercial zoning

Respectfully Submitted,

Dave Kittel, Community Development Director