

## MINUTES OF THE PLAN COMMISSION MEETING DECEMBER 12, 2022

### 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  
Jim Moes  
Todd Verboomen  
Bill Van Berkel  
Kent Taylor  
Larry Van Lankvelt

STAFF PRESENT: Administrator Bernhoft, Community Development Director Dave Kittel, Parks and Rec Director John McDonald

### Public Appearance for Items Not on the Agenda

None

### Approval of Minutes from the Plan Commission Meeting of November 12, 2022

*Moved by Commissioner Verboomen, seconded by Commissioner Van Lankvelt to approve the Plan Commission Meeting Minutes of November 12, 2022.*

All Ayes—Motion Carried

### Public Hearing – Conditional Use 1320 E Main St

*Moved by Commissioner Moes, seconded by Commissioner Van Berkel to enter Public Hearing.*

All Ayes—Motion Carried

Director Kittel stated the conditional use permit application has recently been revoked due to lease issues on the property.

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

All Ayes—Motion Carried

### Discussion/Action – Conditional Use 1320 E Main

None taken as request was revoked by applicant.

### Recommendation—CSM 1000 W Main St.

Director Kittel Presented a CSM for 1000 W Main Street to divide an existing parcel into 2. The CSM does meet all current requirements of zoning.

*Moved by Commissioner Moes, seconded by Commissioner Van Lankvelt to recommend the CSM as presented to the village board.*

All Ayes—Motion Carried

### Recommendation – Message Boards

Director McDonald of Parks and Recreation presented a recommendation from Park Planning Committee to review message boards throughout the Village. The boards would provide information on maps and downtown area. Park planning committee would like direction and advisement on the location of the Plaza/Downtown Message Board. A downtown location on the corner near Seth's Coffee or on Pine Street Property was discussed.

*Moved by Commissioner Van Berkel, seconded by Commissioner Verboomen to place the message board on the corner of Grand and Main Street, unless the Pine Street development provides a better location.*

All Ayes—Motion Carried

**Discussion / Recommendation – Public Sharing Exchange**

Director Kittel presented information on Public Sharing Exchange, also known as Little Free Libraries. They are not formally addressed in the ordinances. Director Kittel would like to remedy this issue and simplify the process and have additional controls and measures on them. These provide a great feature to the community, but public safety does need to be addressed. Commissioner Moes would like to see height (6ft), width (4ft) and distance (15ft) requirements in place.

*Moved by Commissioner Moes, seconded by Commissioner Van Berkel to recommend the ordinance with changes noted*

**Update/Recommendation – Greenhouse Ordinance**

Director Kittel presented the updated Greenhouse Ordinance that will move to the Board for approval.

*Moved by Commissioner Moes, seconded by Commissioner Van Lankvelt to recommend to board for approval.*

**Unfinished Business**

None

**Items for Future Agenda**

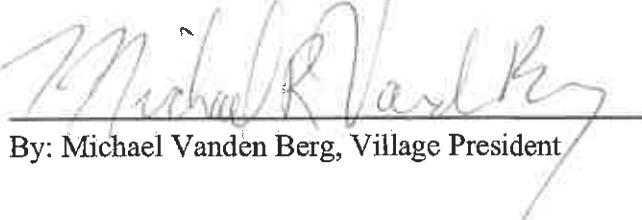
None

**Adjournment**

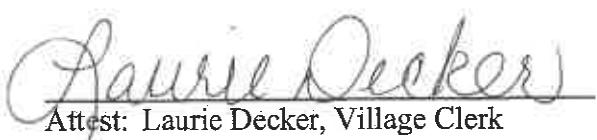
*Moved by Commissioner Verboomen seconded by Commissioner Van Lankvelt to Adjourn the Plan Commission Meeting at 6:24 p.m.*

All Ayes—Motion Carried

**VILLAGE OF LITTLE CHUTE**



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By: Michael Vanden Berg, Village President



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Attest: Laurie Decker, Village Clerk