

## MINUTES OF THE PLAN COMMISSION MEETING OF MAY 8, 2023

### Call to Order

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

### Roll Call

PRESENT: President Vanden Berg  
Jim Moes  
Bill Van Berkel  
Kent Taylor  
Larry Van Lankvelt  
Todd Verboomen

STAFF PRESENT: Dave Kittel, Beau Bernhoft

### Public Appearance for Items Not on the Agenda

None

### Approval of Minutes from the Plan Commission Meeting of April 10, 2023

*Moved by Commissioner Van Berkel, seconded by Commissioner L. Van Lankvelt to approve the Plan Commission Meeting Minutes of March 13, 2023.*

All Ayes – Motion Carried

### Discussion/Action – 1533 E Elm Drive Request

Director Kittel presented an application from the property owners as they update and repair property after a fire. They would like to add an overhead door and driveway. Staff has reviewed the request, it is in compliance with ordinances and recommendations approval by the Plan Commission.

*Moved by Commissioner Moes, seconded by Commissioner Van Lankvelt to approve the Request as presented.*

All Ayes – Motion Carried

### Discussion/Recommendation – Founders Estate Preliminary Plat

Director Kittel presented a request from Founders Estate Preliminary Plat. The Engineering firm is making updates to meet stormwater requirements and changing easement, no additional concerns from staff at this time. The firm is requesting we allow it to fit into our cluster subdivision ordinance. It would meet the requirements and would allow for the current setbacks on property. The plan commission would have to approve as well as the Village Board. It would need to meet additional requirements, which it currently does. Utilities are being addressed, some lots will need to have utilities in the front due to the nature of the setup, the developer will move as many utilities as they can to the rear yard areas, however a few will need to remain in the front. With the lot design double frontage may occur, staff would like to make sure it is clear when the properties are sold off and developed it is noted to the owners, they face the possibility of double assessments on the property. This could be done via sales documents. A public hearing with the Village Board on the Preliminary Plat is scheduled for May 17<sup>th</sup>. All homes in the area are planned and intended to be duplexes.

*Moved by Commissioner Moes, seconded by Commissioner Verboomen to recommend approval of the Preliminary Plat subject to staff review and approval with Final Plat to include assessment liabilities.*

All Ayes – Motion Carried

### Discussion/Recommendation – CSM for 2000 Freedom Rd

Director Kittel presented a CSM to split a lot located on Freedom Road. Staff have concerns about the drainage on this property. Currently, our system is not able to handle the volume of this site as it currently exists. Mr. Joel Ehrfurth, a representative from Mach IV was available for comment and to answer questions on the site

and stormwater issues as well as intentions of the lot. Mr. Moes stated he felt until utilities are in place to serve this space, we should not approve the division. There is no current plan or timeline to update the utilizes on Kelly street.

*Moved by Commissioner Moes, seconded by Commissioner Van Lankvelt to recommend to the board a denial of the CSM for 2000 Freedom Rd as presented due to inadequate utility services.*

All Ayes – Motion Carried

### **Introduction – Lock Box Ordinance**

Administrator Bernhoft presented an introductory item of an ordinance for Lock Boxes in the village. This was the request of fire and emergency services. A lock box is a system business use to store keys to the building, which are accessible to emergency services. This would create efficiencies in the process and create consistency.

### **Items for Future Agenda**

### **Adjournment**

*Moved by Commissioner Van Lankvelt, seconded by Commissioner Taylor to Adjourn Plan Commission Meeting at 6:37 PM*

All Ayes – Motion Carried

### **VILLAGE OF LITTLE CHUTE**

Attest: Laurie Decker

Laurie Decker, Village Clerk

By: Michael R Vanden Berg  
Michael Vanden Berg, Village President