



# AGENDA

## VILLAGE OF LITTLE CHUTE PLAN COMMISSION MEETING

PLACE: Little Chute Village Hall – Village Board Room

DATE: Monday, February 12<sup>th</sup>, 2024

TIME: 6:00 p.m.

**Virtually attend the February 12, Plan Commission meeting at 6 PM by following the link here:**

Join Zoom Meeting: <https://us06web.zoom.us/j/81501000512>

Meeting ID: 815 0100 0512

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 January 8, 2024
2. Discussion/Recommendation – CSM 1600 E North Ave
3. Discussion/Action – Driveway Width W2750 Evergreen Dr
4. Discussion – Section 8 Updates Continued
5. Discussion/Recommendation – CSM 411 Vandenbroek St
6. Items for Future Agenda
7. 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 February 8, 2024

## MINUTES OF THE PLAN COMMISSION MEETING OF JANUARY 8, 2024

### 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  
Larry Van Lankvelt  
Todd Verboomen  
Tom Lonsway  
Kent Taylor

STAFF PRESENT: Dave Kittel, Beau Bernhoft

### Public Appearance for Items Not on the Agenda

None

### Approval of Minutes from the Plan Commission Meeting of December 11, 2023

*Moved by Commissioner Verboomen, seconded by Commissioner Moes to approve the Plan Commission Meeting Minutes of December 11, 2023.*

All Ayes – Motion Carried

### Recommendation – CSM 1301 & 1221 E Lincoln Ave

Director Kittel presented a request at 1301 & 1221 E Lincoln Ave. Staff have reviewed, have no concerns and recommend approval.

*Moved by Commissioner Moes, seconded by Commissioner Taylor to Recommend approval to the Village Board for CSM as presented.*

All Ayes – Motion Carried

### Recommendation – Zoning Change Evergreen Drive

Director Kittel presented a request for a zoning change on Evergreen Drive, currently zoned residential two family requesting residential multi-family. This is in compliance with our comprehensive plan, notices were sent out, general questions were brought up, no other concerns. Staff is recommending approval of zoning changes. Drainage concerns were discussed.

*Moved by Commissioner Moes, Seconded by Commissioner L. Van Lankvelt to recommend approval to the Village Board.*

All Ayes – Motion Carried

### Discussion – Section 8 Update

Director Kittel presented the second portion of section 8 for review. Changes are included in the packet for review. Many of the changes simplify the ordinance.

### Items for Future Agenda

### Adjournment

*Moved by Commissioner B. Van Berkel seconded by Commissioner L. Van Lankvelt to Adjourn Plan Commission Meeting at 6:08 PM*

All Ayes – Motion Carried

**VILLAGE OF LITTLE CHUTE**

By: \_\_\_\_\_  
Michael Vanden Berg, Village President

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



## Item For Consideration

For Plan Commission Review On: 2/12/2024  
Agenda Item Topic: CSM 1600 E North Ave

Prepared On: 1/29/2024  
Prepared By: Dave Kittel CDD

**Report:** A CSM to combine the two parcels owned by LAKU LLC at 1600 E North Ave, was recently submitted to the Village. The proposed CSM would combine parcel 260274900 and 260274801 into one lot. This CSM has been reviewed by staff and follows requirements in Sec 42-64. After Plan Commission review this CSM will move to Village Board on February 21, 2024 for final action. The CSM is attached to this report for Plan Commission review.

**Fiscal Impact:** None

**Recommendation/Board Action:** To Recommend Approval of this CSM to the Village Board

Respectfully Submitted,

Dave Kittel, Community Development Director



## APPLICATION FOR SUBDIVISION AND/ OR CSM REVIEW

Name of Subdivision: Kramer Heating & Cooling CSM

Parent Parcel # 260274900 & 260274801 Number of Lots: \_\_\_\_\_

☐ Preliminary Plat ☐ Final Plat ☒ CSM Will deed restrictions be recorded? ☐ Yes ☒ No

### Property Owner Information:

Name: LaKu LLC Telephone Number: John R. 920-716-7630

Mailing Address: 1600 E. North Ave., Little Chute, WI 54140

### Surveyor Information:

Name: Chris Perreault Telephone Number: 920-731-4118 email: chris@clse.pro

### Engineer Information:

Name: N/A Telephone Number: \_\_\_\_\_ email: \_\_\_\_\_

### Required for plat review:

- ☐ Lot Layout (4 full size copies) and (24) 11" x 17" copies
- ☐ Topographic survey (4 full size copies) and (2) 11" x 17" copies
- ☐ Drainage plan (4 full size copies) and (2) 11" x 17" copies
- ☐ Pavement Design Catalog (3 copies)
- ☐ Stormwater Pollution Prevention Plan / Erosion Prevention & Sediment Control Plan (3 copies)
- ☐ Final plans and specifications of public improvements (4 full size copies) and (2) 11" x 17" copies

☒ Proposed CSM ~~(24) copies~~ One

☐ Plat restrictions or covenants to be recorded (3 copies)

### Filing Fees:

☐ Preliminary Plat \$100.00 plus \$5.00 per lot. ☐ Final Plat \$50.00 plus \$2.00 per lot. ☒ CSM \$50.00 flat fee.

Amount of Fees submitted: \$ 50.00

Signature of Applicant [Signature] Date 1/29/24

Submit to: Director of Community Development  
108 W Main Street, Little Chute, Wisconsin 54140  
(920)423-3870 jim@littlechutewi.org

CLIENT:  
JOHN KRAMER  
1600 E. NORTH AVE  
LITTLE CHUTE, WI

PARCEL NUMBERS:  
260274900  
260274801

NORTH IS REFERENCED TO THE  
EAST LINE OF THE SOUTHEAST  
1/4 OF SECTION 15, T21N, R18E,  
VILLAGE OF LITTLE CHUTE,  
OUTAGAMIE COUNTY, WISCONSIN,  
WHICH BEARS S00°44'49"E PER  
THE WISCONSIN COUNTY  
COORDINATE SYSTEM  
(OUTAGAMIE COUNTY)

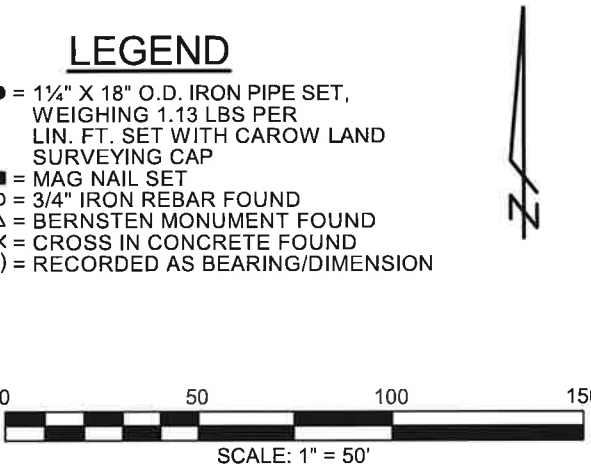
CERTIFIED SURVEY MAP NO.

PART OF LOTS 10, 11, AND VACATED TRUMAN DRIVE, LITTLE CHUTE  
INDUSTRIAL PARK PLAT, LOCATED IN THE SOUTHEAST 1/4 OF THE  
SOUTHEAST 1/4 OF SECTION 15, TOWN 21 NORTH, RANGE 18 EAST,  
VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN

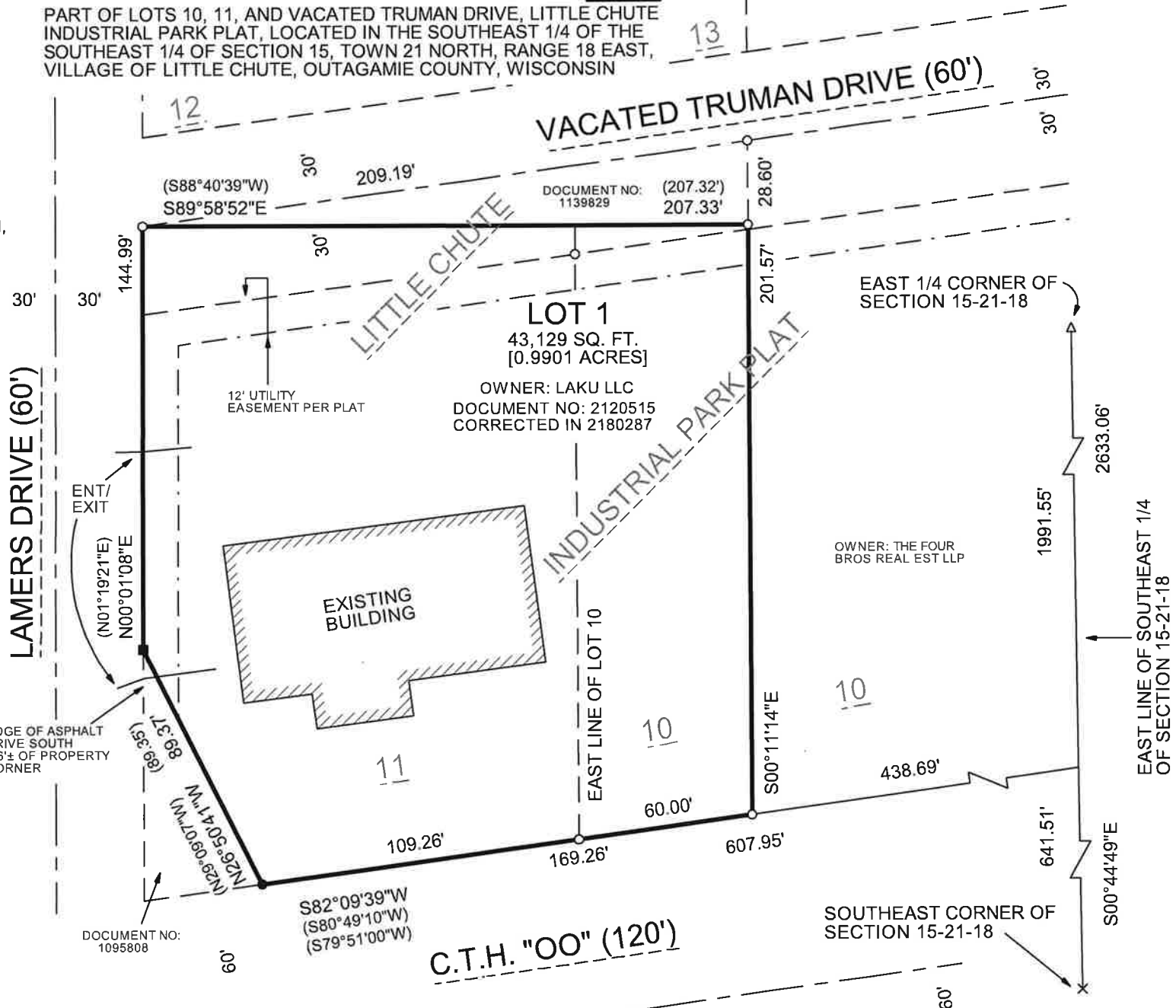
NOTES:  
- PRIOR TO ANY CONSTRUCTION OR OTHER LAND USE  
ACTIVITY, ALL BUILDING SETBACKS AND OTHER LAND  
USE REQUIREMENTS SHOULD BE VERIFIED WITH THE  
VILLAGE OF LITTLE CHUTE  
- FIELD WORK COMPLETED 12/29/2023

LEGEND

- = 1 1/4" X 18" O.D. IRON PIPE SET,  
WEIGHING 1.13 LBS PER  
LIN. FT. SET WITH CAROW LAND  
SURVEYING CAP
- = MAG NAIL SET
- = 3/4" IRON REBAR FOUND
- △ = BERNSTEIN MONUMENT FOUND
- X = CROSS IN CONCRETE FOUND
- () = RECORDED AS BEARING/DIMENSION



CHRISTOPHER E. PERREAULT, PLS-2249 DATED  
CAROW LAND SURVEYING & ENVIRONMENTAL  
615 N. LYNNDAL DRIVE, APPLETON, WI, 54914  
N5841 S.T.H. 47-55, SHAWANO, WI 54166  
PHONE: (920)731-4168  
A2312.21 (fnz/av FNZ) 01/26/2024



**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

BEING PART OF LOTS 10 AND 11 AND PART OF VACATED TRUMAN DRIVE, LITTLE CHUTE INDUSTRIAL PARK PLAT, LOCATED IN THE SOUTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 15, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

**SURVEYOR’S CERTIFICATE:**

I, CHRISTOPHER E. PERREAULT, PROFESSIONAL WISCONSIN LAND SURVEYOR, CERTIFY THAT I HAVE SURVEYED, COMBINED AND MAPPED PART OF LOTS 10 AND 11 AND PART OF VACATED TRUMAN DRIVE, LITTLE CHUTE INDUSTRIAL PARK PLAT, LOCATED IN THE SOUTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 15, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE EAST ¼ CORNER OF SAID SECTION 15; THENCE S00°44’49”E, 1991.55 FEET ALONG THE EAST LINE OF THE SOUTHEAST ¼ OF SECTION 15 TO THE NORTH LINE OF C.T.H. “OO”; THENCE S82°09’39”W, 438.69 FEET ALONG SAID NORTH LINE OF C.T.H. “OO” TO THE EAST LINE OF LANDS DESCRIBED IN DOCUMENT NO. 2180287 AND THE POINT OF BEGINNING; THENCE CONTINUING S82°09’39”W, 169.26 FEET ALONG SAID NORTH LINE TO THE EASTERLY LINE OF LANDS DESCRIBED IN DOCUMENT NO., 1095808; THENCE N26°50’41”W, 89.37 FEET ALONG SAID EASTERLY LINE TO THE EAST LINE OF LAMERS DRIVE; THENCE N00°01’08”E, 144.99 FEET ALONG SAID EAST LINE TO THE NORTH LINE OF LANDS DESCRIBED IN DOCUMENT NO. 2180287; THENCE S89°58’52”E, 207.33 FEET ALONG SAID NORTH LINE TO THE EAST LINE OF SAID LANDS; THENCE S00°11’14”E, 201.57 FEET ALONG SAID EAST LINE TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE MADE SUCH SURVEY UNDER THE DIRECTION OF KRAMER HEATING AND COOLING, 1600 E. NORTH AVE., LITTLE CHUTE, WISCONSIN 54140.

THAT THIS MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY LINES OF THE LAND SURVEYED AND THE DIVISION OF THAT LAND.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION ORDINANCE OF THE VILLAGE OF LITTLE CHUTE.

CHRISTOPHER E. PERREAULT, PLS-2249 DATED  
CAROW LAND SURVEYING CO., INC.  
615 N. LYNNDAL DR., APPLETON, WI 54914  
N5841 S.T.H. “47-55”, SHAWANO, WI 54166  
PHONE: (920)731-4168  
A2312.21 (RFR) 1-29-2024

**NOTES:**

- 1) THE PROPERTY OWNERS OF RECORD IS (ARE): LAKU, LLC.
- 2) THIS CERTIFIED SURVEY MAP IS ALL OF TAX PARCEL NO.S: 260274900 & 260274801
- 3) THIS CSM IS WHOLLY CONTAINED WITHIN LANDS DESCRIBED IN: DOCUMENT NO. 2180287.

**VILLAGE BOARD APPROVAL:**

WE HEREBY CERTIFY THAT THIS CERTIFIED SURVEY MAP WAS APPROVED BY THE VILLAGE OF LITTLE CHUTE ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
PRESIDENT DATED CLERK DATED

**TREASURER’S CERTIFICATE:**

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LAND INCLUDED ON THIS CERTIFIED SURVEY MAP.

\_\_\_\_\_  
VILLAGE TREASURER DATED COUNTY TREASURER DATED

**CERTIFIED SURVEY MAP NO.**

BEING PART OF LOTS 10 AND 11 AND PART OF VACATED TRUMAN DRIVE, LITTLE CHUTE INDUSTRIAL PARK PLAT, LOCATED IN THE SOUTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 15, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF LITTLE CHUTE, OUTAGAMIE COUNTY, WISCONSIN.

**OWNER'S CERTIFICATE:**

AS OWNER(S), I (WE) HEREBY CERTIFY THAT I (WE) CAUSED THE LAND DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, COMBINED AND MAPPED AS REPRESENTED HEREON. I (WE) ALSO CERTIFY THAT THIS MAP IS REQUIRED BY S.236.10 OR S.236.12 OF THE WISCONSIN STATUTES TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL: VILLAGE OF LITTLE CHUTE.

WITNESS THE HAND AND SEAL OF SAID OWNER(S):

BY: LAKU, LLC

SIGNATURE

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

STATE OF WISCONSIN )  
 )SS  
COUNTY OF \_\_\_\_\_ )

PERSONALLY CAME BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, THE ABOVE NAMED PERSON(S) TO ME KNOWN TO BE THE PERSON(S) WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THE SAME.

NOTARY PUBLIC

MY COMMISSION EXPIRES \_\_\_\_\_

CHRISTOPHER E. PERREAULT, PLS-2249 DATED  
CAROW LAND SURVEYING CO., INC.  
615 N. LYNNDAL DR., APPLETON, WI 54914  
N5841 S.T.H. "47-55", SHAWANO, WI 54166  
PHONE: (920)731-4168  
A2312.21 (RFR) 1-29-2024





## Item For Consideration

For Plan Commission Review On: 2/12/2024

Prepared On: 1/29/2024

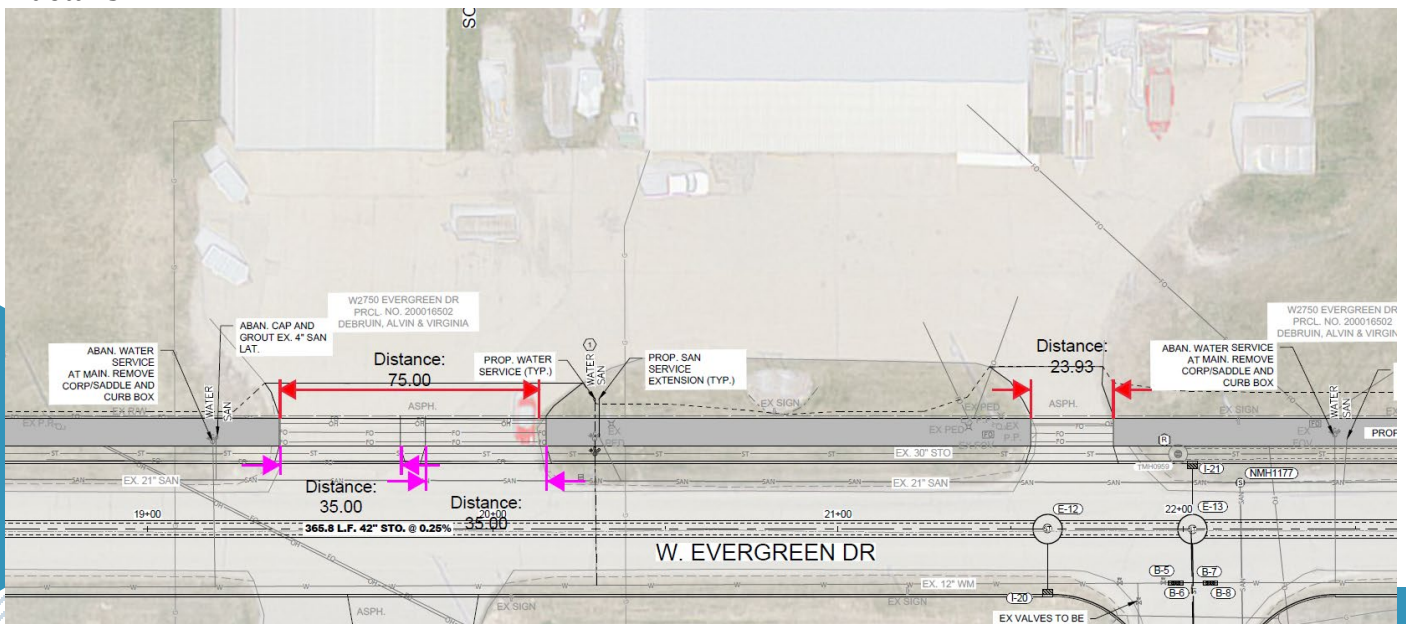
Agenda Item Topic: Driveway width for W2750 Evergreen Dr Prepared By: Dave Kittel CDD

### Report:

A request to keep the existing western driveway width and location at W2750 Evergreen Dr has recently been submitted. This is due to a portion of Evergreen being reconstructed in 2024 between Holland Rd and Vandenbroek Rd. Driveways that are currently not in compliance with Village ordinance are being redesigned to meet existing standards. Property owners that are affected have been notified and may request to keep existing driveways if they go through the proper process. The existing Driveways at W2750 Evergreen Dr (parcel #200016502) exceed the 35 feet provision in Sec. 40-124 (b)(1):

- (1) *Width of drive.* No part of a private driveway located within the dedicated area of a public street, except as hereinafter provided, have a **width greater than 35 feet** measured at right angles to the centerline of said driveway, except as increased by permissible radii. In instances where the nature of the commercial or industrial activity or the physical characteristics of the land would require a driveway of greater width than herein specified, **the director of public works may permit a driveway of additional width upon recommendation of the plan commission.**

Currently the Western most driveway is over 75 feet wide and is being proposed to be divided into two driveways that are 35 feet each. The Eastern driveway is not altering in size as part of the current project and will be maintained as it currently is. See diagram below for greater details:





## Item For Consideration

Currently the property is in the Town of Vandebroek but, due to the Right of Way being controlled by the Village of Little Chute, the Village Ordinances are applicable in this situation. The Property owners would like to keep the driveways at the same location and width as they currently are to continue to use the property in the same manner they have been. The Driveway is far enough away from any other intersections and driveways to not cause any traffic concerns and no safety issues have currently been identified. A trail is planned to go on this side of the road and proper signage on the trail should address any concerns and there are no obstructions to vision. Staff would like to note that if the plan commission decides to allow the driveway to remain at their current width in the event that any changes or development altering the existing traffic patterns, the Village maintains the ability to review the driveway. This will afford the Village the opportunity to reevaluate driveway access and take steps to modify the driveway opening to ensure public safety and wellbeing. Any additional driveway openings would need to be reviewed by the Village at which time those additional driveway requests to be added to this property may require the widths of the existing driveways to be altered. The request from the property owner is also attached to this report.

**Fiscal Impact:** None

**Recommendation/Board Action:** This Item is up for discussion and Action of the Plan Commission

Respectfully Submitted,

Dave Kittel, Community Development Director



## Item For Consideration

Village of Little Chute Plan Commission

Due to the Evergreen Drive urbanization project occurring this year in front of my commercial property, I am requesting a variance for the existing driveways to remain as existing to service my business.

Thank you,

A handwritten signature in black ink, appearing to read 'Alvin Debruin', is written over a faint, light blue grid background.

Alvin Debruin



## Item For Consideration

For Plan Commission Review On: 12/11/2023  
Agenda Item Topic: Updates to Sec 8-119 to 8-129

Prepared On: 11/15/2023  
Prepared By: Dave Kittel CDD

### Report:

Section 8 of the Village of Little Chute code of Ordinances covers Buildings and Building Regulations. Over the years there have been some minor updates but, upon recent review there are some needed updates. Due to the size of the Ordinance Staff is breaking up the revisions into smaller segments to present for review. Attached is the fourth round of updates for Article V of Section 8, the text ~~highlighted and strike through~~ are deletions Red and Underline are additions to the ordinance. With how the updates are currently proposed in Sec 8-21 the code has been adopted for all trades meaning Article V is mostly no longer needed and redundant in its current format. The portion discussing Electrical permits and fees will be covered now in Sec 8-20 and 8-32. Section 8 will need to be re-organized and re-number before a final presentation of the updates are presented. The main changes to this portion of Section 8 are:

- Removing language referring to the Electrical code of the Village of Little Chute
- Updating code reference to the new updated building Code
- simplifying language and removing unnecessary items, the definitions previously provided are part of the referenced building code. The Electric code is adopted in updated language
- Sec 8-87 through 8-91 and 8-93 through 8-95 are deleted as no longer needed.
- Sec 8-127 is to remain for now but, may be combined with Sec 8-20 pending final review
- Emergency work provision is being removed from this section and added to Sec 8-20
- Sec 8-128 will be updated/renumbered to cover all inspections for all trades and allow for additional charges is multiple inspections needed at discretion of building inspector
- Sec 8-129 language for double permit fee charged for work started without permit to be added to sec 8-32

Fiscal Impact: None

Recommendation/Board Action: Discussion on updates to Sec 8

Respectfully Submitted,

Dave Kittel, Community Development Director

## **ARTICLE V. ELECTRICAL CODE**

### **Sec. 8-119. Title.**

This article shall be known as the "Electrical Code of the Village of Little Chute" and will be referred to as this electrical code or this article.

(Code 2006, § 15-4-1)

### **Sec. 8-120. Purpose.**

The purpose of this article is the practical safeguarding of persons and buildings and their contents from hazards arising from the use of electricity for light, heat, power and for other purposes.

(Code 2006, § 15-4-2)

### **Sec. 8-121. State codes.**

This article does hereby incorporate, adopt, and enforce, by reference, Wis. Admin. Code ch. COMM 16 (Wisconsin State Electrical Code), Wis. Admin. Code ch. COMM 24 (Uniform Dwelling Code, Electrical Standards), and all subsequent amendments, additions, and recodification thereto. Wis. Admin. Code ch. COMM 24, shall apply to all new one- and two-family residential buildings as well as alterations and additions to all existing one- and two-family residential buildings, to accessory buildings, and to new portions of moved buildings.

(Code 2006, § 15-4-3)

### **Sec. 8-122. Intent.**

- (a) The intent of this article is to provide the minimum regulations for the installation of electrical systems and to provide safe and stable design, good workmanlike methods, and for the uses of materials and equipment.
- (b) To provide for licensing of qualified persons, the issuing of permits, interpretation of codes, inspection of installations, enforcement of this article, and to provide for penalties for violation thereof.
- (c) The sections contained in this article shall be binding alike upon the owner of a building or premises, every person in charge of or responsible for or who causes the construction, repair, alteration or improvement of any electrical system devices, fixtures, or equipment, and upon every person licensed under the provisions of this article.

- (d) This article is not intended as a design specification nor an instruction manual for untrained persons.

(Code 2006, § 15-4-4)

### **Sec. 8-123. Scope.**

- (a) The provisions of this article shall apply to all electrical work and installations in the village.

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(b) This article provides for the administration and enforcement, permits, and fees, licenses, approval of materials, minimum installation standards, interpretations, and the correction of defective or obsolete installations.

(Code 2006, § 15-4-5)

### **Sec. 8-124. License requirements.**

(a) *Contractors.* No person, either individually, as a member of a firm, or as an officer or employee of a corporation, shall conduct the business of electrical wiring, maintenance, construction (either inside or outside), contracting, either as a master electrician or maintenance electrician unless such person shall have a valid license as required by this article, and no electrical work except minor repair work as defined in section 8-125(b) shall be done by a person not having such license. The village may, however, issue a permit to the owner only for a single-family residence, which he and his immediate family solely occupy, if the person desiring such permit can prove that he is competent to do such work in conformity with all rules and regulations governing installation of electrical wiring in residences, and such person shall pay the same fee as required of electrical contractors under this article. Nothing herein provided shall apply to servicing of electrical appliances by the manufacturer.

(b) *Renewal.* Every license shall expire on June 30 following the date of its issue and may be renewed upon payment to the community development director of the renewal fee appertaining to that class of license not later than July 1 of the year in which said license expires.

(c) *Qualifications.*

(1) The village may establish examining criteria for license applicants.

(2) An application fee shall accompany an application for an electrician's license. The amount of the fee shall be established by the village board, from time to time, and appears in the fee schedule attached as appendix C to this Code.

(d) *Restrictions.* If any work done by such firm, association, or corporation pursuant to permits issued by the village shall fail to meet all requirements of the village ordinances and the regulations of the state or any of its departments, the village shall cease to issue permits to such firm, association, or corporation until some member or fulltime permanent employee of such firm, association, or corporation shall have obtained a license to conduct the business of electrical wiring and contracting in accordance with the provisions of this article.

(Code 2006, § 15-4-7)

### **Sec. 8-125. Permit required.**

(a) It shall be unlawful for a person to enter upon the erection, construction, alteration, or change of any electrical installation, work or wiring, except minor repair work as defined in subsection (b) of this section, until a permit has been obtained from the village by a person properly licensed for the category of work to be performed as set forth in section 8-124. The application for permit shall describe the proposed installation or work and give the location of the premises where the same is to be placed. No permit shall be issued unless satisfactory proof is furnished to the village that the applicant has been employed to perform the work or installation and will be responsible for the performance thereof in the manner required by ordinance and by law. The fees for such permit shall be paid in full at the time of submitting the permit application. An amended permit shall be used to correct any permit fees paid in full at the time of submitting the permit application. An amended permit shall be used to correct any permit fees due for work that was performed and was not listed on the original permit. All applications for permits shall be signed by the license holder.

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(b) Minor repair work shall be construed to mean the replacement of broken or defective sockets, snap, push or toggle switches, convenience outlets, lighting fixtures and portable electric appliances.

(c) However, in the event of an emergency occurring at night or days when the village office is closed, when the immediate initiation of work is necessary for the protection of fire, health or property, such necessary work may be done without previously obtaining a permit number provided required number is obtained on the morning of the first business day following the start of such work and application and fees follow within ten days.

(Code 2006, § 15-4-8)

#### **Sec. 8-126. Penalty for failure to take out permits.**

(a) In addition to the penalty hereinafter provided for violations of this article, a penalty equal to the permit fee will be charged for failure to notify the village and obtain a permit number before work is started, except in cases of emergency; and such penalty, together with the permit fees, shall be paid to the village before any further permits may be issued to the person doing such work.

(b) The payment of such doubled fees shall not relieve any person from fully complying with all of the regulations of this article, nor from any other penalties prescribed in this article.

(Code 2006, § 15-5-9)

#### **Sec. 8-127. Inspections.**

- (a) It shall be unlawful to connect up the electrical wiring and equipment of any building to any electrical supply lines or to turn on the current, unless a certificate of inspection has been issued by a community development director or his designee; and it shall be the duty of the electrical utility supplying electrical service to any building to secure a copy of the certificate of inspection from the community development director or his designee before supplying service to such building.
- (b) Upon completion of the construction and installation of the electrical wiring and equipment of any building, it shall be the duty of the firm, person, or corporation doing same to notify the community development director or his designee, who shall inspect the installation; and if the installation is found to be in compliance with the provisions of this article, he shall authorize connection to the electrical service and the turning on of the electrical service and the turning on of the current. All wires which are to be concealed shall be inspected before the concealment, and no other craft shall cover up or conceal such wires until the installation has been inspected and approved by the community development director or designee.
- (c) An electrical contractor who calls for an inspection and the work is not completed may be assessed an additional charge per inspection. The amount of the additional charge shall be established by the village board, from time to time, and appears in the fee schedule attached as appendix C to this Code. It is unlawful to occupy a building or permit a building to be occupied until final inspections have been made and a certificate of occupancy has been issued.

(Code 2006, § 15-4-10)

#### **Sec. 8-128. Number of inspections allowed on permit.**

Each permit shall entitle the holder to inspections as many as necessary to ensure all work is done according to applicable codes and ordinances. If a reinspection is required a reinspection fee may be charged at the discretion of the building inspector.

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(Code 2006, § 15-4-11)

**~~Sec. 8-129. Fees for permits and inspections.~~**

Fees for permits and inspections shall be paid to the community development director at the time of permit issuance; double fees shall be charged for work commenced prior to issuance of a permit. The amounts of the fees shall be established by the village board, from time to time, and appear in the fee schedule attached as appendix C to this Code.

~~(Code 2006, § 15-4-12)~~



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**Secs. 8-130—8-156. Reserved.**



## Item For Consideration

For Plan Commission Review On: 2/12/2024  
Agenda Item Topic: CSM 411 Vandenbroek St

Prepared On: 2/8/2024  
Prepared By: Dave Kittel CDD

**Report:** A CSM to combine the multiple parcels owned by ST John Congregation at 411 Vandenbroek St, was recently submitted to the Village. The proposed CSM would combine parcels 260040600, 260043800, 260044200, 260044100, 260042700, 260042000, 260040700, 260040800, 260040900, 260040600 and 260040500 into one lot. This CSM has been reviewed by staff and follows requirements in Sec 42-64. A few items to be aware of is that this parcel would have multiple zoning classifications on it. And that is allowed per current ordinance. In addition, as proposed the Duplex located on Canal Street would be on this one parcel. To allow for options in the future it has been noted to the property owners that leaving the duplex on its own lot may be beneficial. After Plan Commission review this CSM will move to Village Board on February 21, 2024 for final action. The CSM is attached to this report for Plan Commission review.

**Fiscal Impact:** None

**Recommendation/Board Action:** To Recommend Approval of this CSM to the Village Board

Respectfully Submitted,

Dave Kittel, Community Development Director



## APPLICATION FOR SUBDIVISION AND/ OR CSM REVIEW

Name of Subdivision: 1985 Amendment to 1917 Assessors Plat of the Village of Little Chute

Parent Parcel # 43800, 44200, 44000, 44100, 42700, 42000, 42500, 42600, 40700, 40800, 40900, 40600, 40500.

Number of Lots: 1

☐ Preliminary Plat

☐ Final Plat

☒ CSM

Will deed restrictions be recorded? ☐ Yes ☒ No

### Property Owner Information:

Name: St. John Nepomucene Parish

Telephone Number: 920-788-9033

Mailing Address: 411 Vandenbroek St., Little Chute

### Surveyor Information:

Name: Scott Andersen - Davel Eng.

Telephone Number: 920-560-6569

email scott@davel.pro

### Engineer Information:

Name:

Telephone Number:

email

### Required for plat review:

☐ Lot Layout (4 full size copies) and (24) 11" x 17" copies

☐ Topographic survey (4 full size copies) and (2) 11" x 17" copies

☐ Drainage plan (4 full size copies) and (2) 11" x 17" copies

☐ Pavement Design Catalog (3 copies)

☐ Stormwater Pollution Prevention Plan / Erosion Prevention & Sediment Control Plan (3 copies)

☐ Final plans and specifications of public improvements (4 full size copies) and (2) 11" x 17" copies

☒ Proposed CSM (24) copies

☐ Plat restrictions or covenants to be recorded (3 copies)

### Filing Fees:

☐ Preliminary Plat \$100.00 plus \$5.00 per lot

☐ Final Plat \$50.00 plus \$2.00 per lot.

☒ CSM \$50.00 flat fee.

Amount of Fees submitted: \$<sup>50</sup>

Signature of Applicant

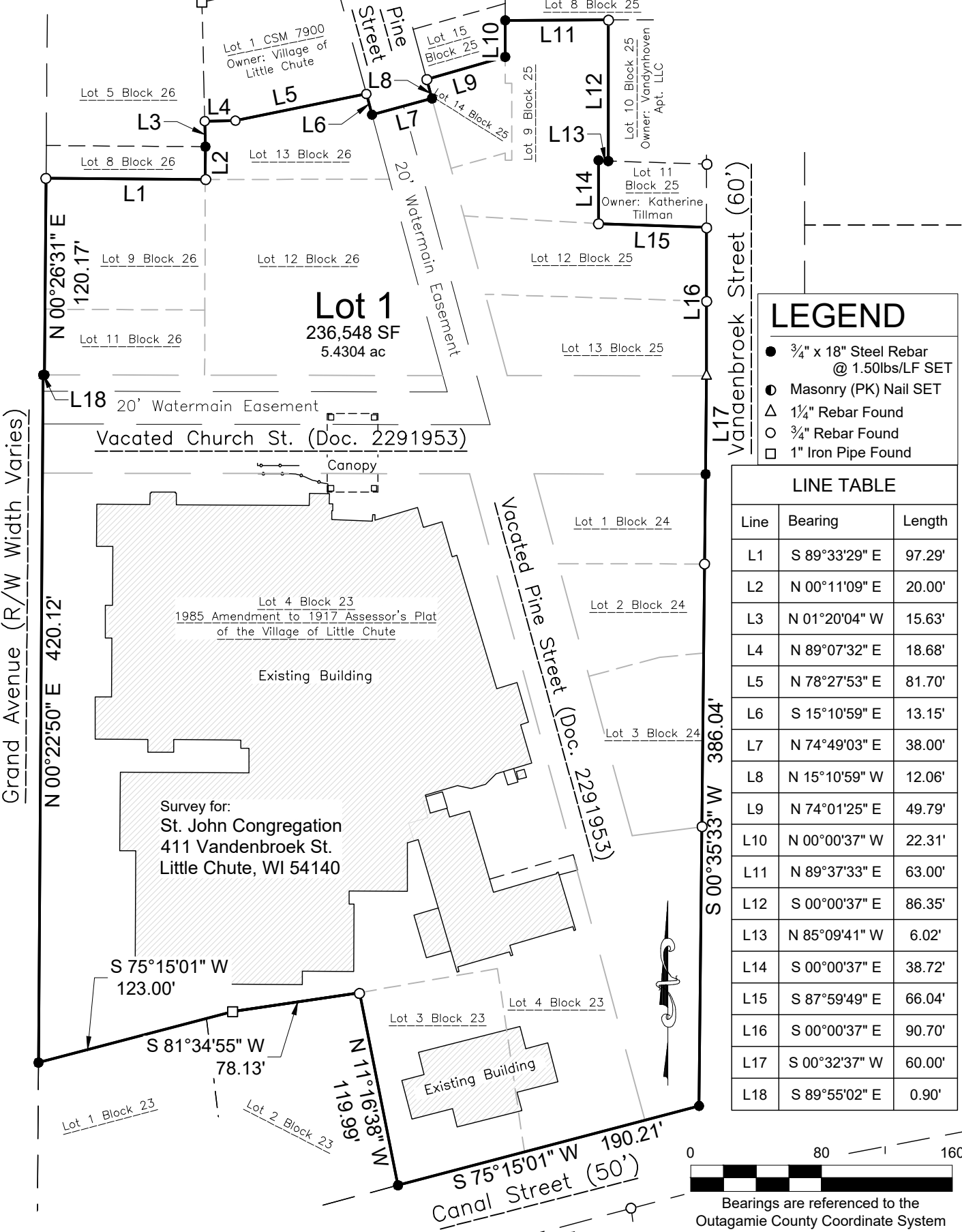
Date 2024.02.07

Submit to:

Director of Community Development  
108 W Main Street, Little Chute, Wisconsin 54140  
(920)423-3870 jim@littlechutewi.org

Certified Survey Map No. \_\_\_\_\_

Lots 9, 11, 12, and part of Lot 13, Block 26; Lots 9, 12, 13, and 14, Block 25;  
Lots 1, 2, and 3, Block 24; Lots 3 and 4, Block 23; All of the 1985 Amendment  
to 1917 Assessors Plat of the Village of Little Chute; and Vacated Church  
Street and Pine Street as described in Doc. 2291953; Located in Government  
Lot 1, Section 21, Township 21 North, Range 18 East,  
Village of Little Chute, Outagamie County, Wisconsin.



Scott R. Andersen  
Professional Land Surveyor  
No. S-3169

Date

File: 6044CSM.dwg  
Date: 02/07/2024  
Drafted By: scott  
Sheet: 1 of 4



Bearings are referenced to the  
Outagamie County Coordinate System  
**DAVEL ENGINEERING &  
ENVIRONMENTAL, INC.**  
Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952  
Ph: 920-991-1866 Fax: 920-441-0804  
www.davel.pro

Certified Survey Map No. \_\_\_\_\_

Lots 9, 11, 12, and part of Lot 13, Block 26; Lots 9, 12, 13, and 14, Block 25; Lots 1, 2, and 3, Block 24; Lots 3 and 4, Block 23; All of the 1985 Amendment to 1917 Assessors Plat of the Village of Little Chute; and Vacated Church Street and Pine Street as described in Doc. 2291953; Located in Government Lot 1, Section 21, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin.

Surveyor's Certificate

I, Scott R. Andersen, Professional Land Surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the Village of Little Chute, and under the direction of St. John Nepomucene Parish, the property owners of said land, I have surveyed divided and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is Lots 9, 11, 12, and part of Lot 13, Block 26; Lots 9, 12, 13, and 14, Block 25; Lots 1, 2, and 3, Block 24; Lots 3 and 4, Block 23; All of the 1985 Amendment to 1917 Assessors Plat of the Village of Little Chute; and Vacated Church Street and Pine Street as described in Doc. 2291953; Located in Government Lot 1, Section 21, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin containing 236,548 Square Feet (5.4304 Acres) of land described as follows:

Commencing Northwest corner of Lot 9, Block 26, of the 1985 Amendment to 1917 Assessors Plat of the Village of Little Chute (Plat); thence S89°33'29"E along the north line of said Lot 9, 97.29 feet to the west line of Lot 13, Block 26, of Said Plat; thence N00°11'09"E along said west line, 20.00 feet; thence N01°20'04"W along said west line, 15.63 feet to the south line of Certified Survey Map No. 7900; thence N89°07'32"E along said south line, 18.68 feet; thence N78°27'53"E along said south line, 81.70 feet to the west line of Pine Street (Public Right of Way); thence S15°10'59"E along said west line, 13.15 feet to the northerly end of the Vacated portion of Pine Street per Document 2291953; thence N74°49'03"E along said northerly end, 38.00 feet to the east line of Pine Street (Public Right of Way); thence N15°10'59"W along said east line, 12.06 feet to the north line of Lot 14, Block 25 of said Plat; thence N74°01'25"E along said north line, 49.79 feet to the west line of Lot 9, Block 25 of said Plat; thence N00°00'37"W along said west line, 22.31 feet to the north line of said Lot 9; thence N89°37'33"E along said north line, 63.00 feet to the east line of said Lot 9; thence S00°00'37"E along said east line, 86.35 feet to the north line of Lot 11, Block 25 of said Plat; thence N85°09'41"W along said north line, 6.02 feet to the west line of said Lot 11; thence S00°00'37"E along said west line, 38.72 feet to the north line of Lot 12, Block 25 of said Plat; thence S87°59'49"E along said north line, 66.04 feet to the west line of Vandebroek Street (Public Right of Way); thence S00°00'37"E along said west line, 90.70 feet to the east end of Vacated Church Street per Document 2291953; thence S00°32'37"W along said east end, 60.00 feet to the west line of Vandebroek Street (Public Right of Way); thence S00°35'33"W along said west line and along the east line of the Vacated portion of Pine Street per Document 2291953, 386.04 feet to the south line of said vacated Pine Street; thence S75°15'01"W along said south line and the north line of Canal Street (Public Right of Way). 190.21 feet to the east line of Lot 2, Block 23 of said Plat; thence N11°16'38"W along said east line, 119.99 feet to the south line of Lot 4, Block 23 of said Plat; thence S81°34'55"W along said south line, 78.13 feet; thence S75°15'01"W along said south line, 123.00 feet to the east line of Grand Avenue (Public Right of Way); thence N00°22'50"E along said east line, 420.12 feet; thence S89°55'02"E along said right of way, 0.90 feet; thence N00°26'31"E along said right of way, 120.17 feet to the point of beginning. Described parcel is subject to all easements, and restrictions of record.

\_\_\_\_\_  
Scott R. Andersen,  
Wisconsin Professional Land Surveyor No. S-3169

Certified Survey Map No. \_\_\_\_\_

Lots 9, 11, 12, and part of Lot 13, Block 26; Lots 9, 12, 13, and 14, Block 25; Lots 1, 2, and 3, Block 24; Lots 3 and 4, Block 23; All of the 1985 Amendment to 1917 Assessors Plat of the Village of Little Chute; and Vacated Church Street and Pine Street as described in Doc. 2291953; Located in Government Lot 1, Section 21, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin.

Owner's Certificate

St. John Nepomucene Parish, a Religious organized and existing under and by virtue of the Laws of the State of Wisconsin, as the property owners, do hereby certify that we caused the land above described to be surveyed, combined, and mapped all as shown and represented on this map.

We do further certify this Certified Survey Map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Village of Little Chute

IN WITNESS WHEREOF, the said St. John Nepomucene Parish, has caused these presents to be

signed by its authorized representatives, located at, \_\_\_\_\_, Wisconsin, and its corporate seal to be hereunto affixed

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

In the Presence of: St. John Nepomucene Parish,

By_____	By_____
print name_____	print name_____
Title_____	Title_____

State of Wisconsin )  
 )ss  
\_\_\_\_\_ County )

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

the above named, officers of said corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

_____	My commission expires:_____.
Notary Public, Wisconsin	

\_\_\_\_\_  
Scott R. Andersen                      Date  
Professional Land Surveyor  
No. S-3169

Certified Survey Map No. \_\_\_\_\_

Lots 9, 11, 12, and part of Lot 13, Block 26; Lots 9, 12, 13, and 14, Block 25; Lots 1, 2, and 3, Block 24; Lots 3 and 4, Block 23; All of the 1985 Amendment to 1917 Assessors Plat of the Village of Little Chute; and Vacated Church Street and Pine Street as described in Doc. 2291953; Located in Government Lot 1, Section 21, Township 21 North, Range 18 East, Village of Little Chute, Outagamie County, Wisconsin.

## Village Board Certificate

Resolved, that this Certified Survey Map in the Village of Little Chute, Outagamie County, St. John Nepomucene Parish, the property owners, is hereby approved by the Village Board of the Village of Little Chute.

Michael Vanden Berg  
Village President

Date \_\_\_\_\_

I hereby certify that the foregoing is a copy of a resolution adopted by the Village Board of the Village of Little Chute.

**Laurie Decker**  
Village Clerk

Date \_\_\_\_\_

## Treasurers' Certificate

I, being the duly elected, qualified and acting Treasurers of the Village of Little Chute, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on and of the land included in this certified survey map.

Lisa Remiker-Dewall  
Finance Director

Date \_\_\_\_\_

County Treasurer

Date \_\_\_\_\_

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

### Recording Information & Parcel Numbers:

### **St. John Nepomucene Parish:**

Recorded Documents: 1121313, 1126059, 1129341, 1131159, 1468739, 1508014, 1619185, 1737038, 1986911, 2213197, 2291953

Parcels: 260043800, 260044200, 260044000, 260044100, 260042700, 260042000, 260042500, 260042600, 260040700, 260040800, 260040900, 260040600, 260040500.

Scott R. Andersen  
Professional Land Surveyor  
No. S-3169

Date \_\_\_\_\_