

**TOWN OF GREENVILLE
PLANNING COMMISSION
REGULAR MEETING MINUTES**

DATE: Monday February 26, 2018

TIME: 5:30 PM

LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

Agenda

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m.

2. ROLL CALL, VERIFY PUBLIC NOTICE & APPROVAL OF AGENDA

PRESENT: Jack Anderson, Jim Cotter, Leanne Meidem-Wincentsen, Ken Zilisch, Jim Ecker, Greg Kippenhan

EXCUSED: Andy Peters

Motion by Ken Zilisch, second by Jim Cotter to approve the agenda. Motion carried 6-0.

3. PUBLIC COMMENT FORUM

Motion by Jack Anderson, second by Greg Kippenhan to close the public comment forum. Motion carried 6-0.

4. CONSENT AGENDA

(Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Planning Commission Member and addressed immediately following the motion to approve the other items on the Consent Agenda.)

a. Approve Planning Commission Meeting Minutes from January 22, 2018.

Motion by Jim Ecker, second by Leanne Meidem-Wincentsen to approve the consent agenda. Motion carried 6-0.

5. ITEMS REMOVED FROM CONSENT AGENDA(as necessary)

6. NEW BUSINESS

a. Consider/Discuss/Act on 2018_PTF01, Crestview South Final Plat, parcel 110076600.

Motion by Jack Anderson, second by Leanne Meidem-Wincentsen to approve Crestview South Final Plat with the following conditions:

- Add 50' of hashmarks along each lot abutting intersections.
- Add wetland buffer to plat map.
- New Plan Sets are required with updates that include the changes around the lift station.
- Final Plat substantially relates to the preliminary plat.
- Final plat approval shall be conditioned upon an approved developer agreement. Recording of final plat will occur after developer agreement is recorded.

Motion carried 6-0.

- b. Consider/Discuss/Act on 2018_SP01, Site Plan for maintenance facility at Appleton International Airport, N760 Endeavor Dr., parcel 110091700. Motion by Jack Anderson, second by Jim Cotter to approve the Site Plan. Motion carried 6-0.

- c. Consider/Discuss/Act on 2018_SP02, Site Plan for maintenance, repair and overhaul facility at Appleton International Airport, N687 Discovery Dr., parcels 110090500 and 110090400. Leanne inquired about signage meeting the dimensional requirements and Jim Ecker regarding architectural design requirements. Town Administrator Joel Gregozeski stated that the materials proposed compliment the existing structures and provided further ordinance details. Motion by Jim Cotter, second by Jack Anderson to approve the site plan with the conditions that they follow and meet the Gateway and Signage Ordinances. Motion carried 6-0.

- d. Public hearing and Consider/Discuss/Act on 2018_CSM04, Certified Survey Map for Patricia Koehnke, W7646 Winnegamie Dr., parcel 110113701. The Public Hearing was called to order at 5:47 p.m. Larry Bentle, N349 Julius Drive; noted that this is within the AEA and what it means for the future of and the intentions for the Greenbelt. Motion by Jack Anderson, second by Jim Cotter to close the Public Hearing. Motion carried 6-0. Public Hearing closed at 5:49 p.m. Motion by Ken Zilisch, second by Greg Kippenhan to approve the Certified Survey Map. Motion carried 6-0.

- e. Public hearing and Consider/Discuss/Act on 2018_CSM05, Certified Survey Map for Matthew Reis, N1594 North Rd., parcel 110065301. The Public Hearing was called to order at 5:50 p.m. Steve Larose, N1616 North Road, inquired about the utilities being ran to the property. Chairman Anderson suggested that he contact WE Energies regarding his concern since the Town does not have jurisdiction over how the utilities are run. Motion by Jack Anderson, second by Jim Ecker to close the Public Hearing. Motion carried 6-0. The Public Hearing closed at 5:55 p.m. Motion by Greg Kippenhan, second by Jack Anderson to approve with the conditions that the CSM be approved by Outagamie County. Motion carried 6-0.

- f. Public Hearing and Consider/Discuss/Act on 2018_RZ03, Rezoning of lot 1 on 2018_CSM05 Certified Survey Map for Matthew Reis, N1594 North Rd., parcel 110065301 from Agriculture to Single Family Residential. The Public Hearing was called to order at 5:56 p.m. Joel clarified Lot 1 would be zoned Residential, Lot 2 General Agriculture. Lot 1 would become legally non-conforming due to the size (5 acres). Motion by Jack Anderson, second by Jim Cotter to close the Public Hearing. Motion carried 6-0. Public Hearing closed 5:58 p.m. Motion by Jim Ecker, second by Leanne Meidem-Wincentsen to approve the Rezoning. Motion carried 6-0.

- g. Consider/Discuss/Act on assistance with preparation of Year 2040 Comprehensive Plan Update including development of Bicycle and Pedestrian Plan with East Central Wisconsin Regional Plan Commission.
Due to staffing changes an amendment to the proposed agreement with ECWRPC approved by the Planning Commission and Town Board in late 2017 is being requested. The Town requested ECWRPC move to the leading role and staff take on the bicycle/pedestrian planning. The cost is the same, only the scope of the work would change. Motion by Jim Cotter, second by Leanne Meidem-Wincentsen to approve the Comprehensive Plan Update. Motion carried 6-0.

- h. Discussion on Preliminary Site Plan Review for Enspire 365 Sports and Wellness at the northwest corner of County Highway CB and Moon Shadow Drive; Parcel 110045400. Possible recommendation for Outagamie County Zoning Special Exception Permit – Airport.
Jim Fletcher was present for general discussion on a proposed exercise facility. In order to advance the project, the developer has to acquire a special exception permit from the airport so that they can proceed with a formal site plan application. The facility would be in the Gateway District and upon initial review, would be complimentary to the district. Jim Cotter asked for further clarification on multi-tenant. Jim Fletcher explained that it would include a gymnasium, offices and potentially a wellness center adding that the need for the special exception is due to the size of the gymnasium. There will be two entrances, one on Moon Shadow Drive and the other on HWY. CB. Motion by Jack Anderson, second by Jim Cotter to provide a recommendation of consent to Outagamie County Zoning for an airport special exception permit. Motion carried 6-0.

7. **TOWN CHAIRMAN/TOWN ADMINISTRATOR UPDATE**

Planning Commission and Town Board met on February 19th to discuss the STH 15 corridor. All World Ford was mentioned in the discussion. They have delayed their project due to DOT and access issues. Staff is working through information as it relates to sanitary sewer to the area and protection of property through annexations. The Town received an update late last week regarding the HWY 76 construction project; this project has been delayed until 2024 and the scope has been significantly reduced.

8. **ADJOURNMENT**

Motion by Jim Cotter, second by Greg Kippenhan to adjourn. Motion carried 6-0.
Meeting adjourned at 6:26 p.m.

Wendy Helgeson, Clerk
Approved: