

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

DATE: Monday April 23, 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 5:31pm by Chairman Jack Anderson.

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

Present: Jim Ecker, Ken Zilisch, Mark Strobel, Jim Cotter, Leanne Meidam-Wincentsen, Jack Anderson.

Motion to approve the agenda made by Leanne Meidam-Wincentsen, second by Jim Cotter. Motion carried 7-0.

**3. PUBLIC COMMENT FORUM**

*Members of the public are welcome to address the Planning Commission. Individuals wishing to speak on an item (whether on the agenda or not) must sign in prior to the start of the meeting and may speak during the Public Comment Forum segment of the meeting. This segment is placed early in the agenda so the public may make their comments prior to any discussion or action by the Planning Commission. Individual comments are limited to no more than three minutes each. The Public Input section is limited to a total of 15 minutes. The Planning Commission may suspend this rule if deemed necessary. Once the public input segment ends there will be no additional discussion from the audience. Note regarding non-agenda Town related matters: Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present matters; however, they cannot be discussed or acted upon until specific notice of the subject matter of the proposed action can be given.*

Motion to close the public comment forum made by Jack Anderson, second by Greg Kippenhan. Motion carried 7-0, closed at 5:32pm.

**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 March 26, 2018.**

Motion to approve consent agenda made by Jim Cotter, second by Leanne Meidam-Wincentsen. Motion carried 7-0.

**5. ITEMS REMOVED FROM CONSENT AGENDA(as necessary)**

**6. NEW BUSINESS**

**a. Discussion on Development Review Process**

Michael Brown presented the new process for development in the Town of Greenville.

**b. Consider/Discuss/Act on Resolution #08-18 for a Comprehensive Plan Amendment.**

Due to rezoning requests, a Comprehensive Plan Amendment is required. Public hearing and ordinance recommendation will be held at the May 14<sup>th</sup> Town Board

meeting. Motion to approve Resolution #08-18 to amend the Town of Greenville Comprehensive Plan made by Ken Zilisch, second by Mark Strobel. Roll call vote; Jim Ecker, Aye; Ken Zilisch, Aye; Mark Strobel, Aye; Greg Kippenhan, Aye; Jack Anderson, Aye; Leanne Meidam-Wincentsen, Aye; Jim Ecker, Aye. Motion carried 7-0.

c. United Cooperative

There are some issues outstanding with this project which will be reviewed by staff. Colin Meisel, Payne & Dolan and Cory Vandewettering, Keller were here to give a description of their project and to answer any questions.

- i. Public hearing and Consider/Discuss/Act on Certified Survey Map application for United Cooperative, N1878 Municipal Dr., parcels 110038600, 110038700, 110038800 and 110038601.

Motion to close public hearing made by Mark Strobel, second by Greg Kippenhan. Motion carried 7-0. Motion to table the CSM request for United Cooperative located at parcel numbers 110038600, 110038601, 110038700, 110038800 until all other items identified by staff have been addressed and meet ordinance and statutory requirements made by Mark Strobel, Jim Cotter second. Jim Cotter withdraws his second, Planning Commission gave consent to withdraw second. Mark Strobel would like to see the Planning Commission discontinue use of conditional approvals, he feels that the applicant should have a fully complete application prior to approval. Jim Ecker feels this CSM should be able to be approved on its own accord as it makes sense for the area. Due to lack of a second, the motion fails. Motion to recommend to the Town Board approval of the CSM for United Cooperative located at parcel number 110038600, 110038601, 110038700, 110038800 with the condition that all staff, ordinance and statutory requirements have been addressed and met prior to recording of the CSM and that the CSM be recorded prior to issuance of certificate of occupancy made by Jim Ecker, second by Jack Anderson. Motion carried 6-1 (Strobel).

- ii. Public hearing and Consider/Discuss/Act on Rezoning application for United Cooperative, N1878 Municipal Dr., parcels 110038600, 110038700, 110038800 and 110038601.

Motion to close public hearing made by Jack Anderson, second by Leanne Meidam-Wincentsen at 6:17pm. Motion carried 7-0. Leanne Meidam-Wincentsen has a concern that the East lot line may need to be moved if the Planning Commission wants the truck traffic to be onsite. Motion to recommend to the Town Board approval to rezone United Cooperative located at parcel numbers 110038600, 110038601, 110038700, 110038800

from General Agriculture/Industrial to General Commercial as depicted on the attached Zoning Figure and Legal Description prepared by Payne & Dolan Inc. dated April 2, 2018 made by Jim Ecker, second by Mark Strobel. Motion carried 7-0.

- iii. Consider/Discuss/Act on Site Plan application for United Cooperative, N1878 Municipal Dr., parcels 110038600, 110038700, 110038800 and 110038601.

The DOT has not yet given approval of the accesses to this site. There are many issues that have yet to be reviewed by the staff. Motion to table the Site Plan request for United Cooperative for a convenience store, gas station and hardware store located at parcel numbers 110038600, 110038601, 110038700, 110038800 until all other items identified by staff have been addressed and meet ordinance and statutory requirements made by Greg Kippenhan, second by Mark Strobel. Motion carried 7-0. Leanne Meidam-Wincentsen wants to note that she does not like the three access points. Mark Strobel would like clarification as to whether or not they are allowed to use the Railroad easement for traffic and/or parking.

- iv. Consider/Discuss/Act on Special Exception application for United Cooperative, N1878 Municipal Dr., parcels 110038600, 110038700, 110038800 and 110038601.

Motion to table the Special Exception request for United Cooperative located at parcel numbers 110038600, 110038601, 110038700, 110038800 until all other items identified by staff have been addressed and meet ordinance and statutory requirements made by Mark Strobel, second by Jim Ecker. Motion carried 7-0.

d. All World Ford

- i. Public hearing and Consider/Discuss/Act on Rezoning application for All World Ford, Greenville Dr., parcel 110019701.

Motion to close public hearing made by Leanne Meidam-Wincentsen, second by Mark Strobel. Motion carried 7-0 at 6:46pm. Motion to recommend to the Town Board approval of the Rezoning of Parcel 110019701 from General Agriculture to General Commercial made by Mark Strobel, second by Leanne Meidam-Wincentsen. Motion carried 7-0.

- ii. Public hearing and Consider/Act/Discuss Special Exception Use application for All World Ford, Greenville Dr., parcel 110019701. Stu Winarski from All World Ford and Dave O'Brien from Bayland Buildings were here to discuss and answer questions on the project. Stu stated that the DOT has now given them their temporary access to the East

of their property closer to Manley Rd. They can now move ahead with the site plan development. Motion to close the public hearing made by Jack Anderson, second by Jim Cotter. Motion carried 7-0 at 6:52pm. Motion to table the Special Exception request for an Automobile Sales/Service/Repair use for All World Ford Parcel 110019701 until such time that a formal site plan application that complies with Chapter 320 Zoning Article XXIX Site Plans and that the staff get this onto the May 21st Planning Commission meeting agenda made by Jack Anderson, second by Jim Ecker. Motion carried 7-0.

- e. Consider Act/Discuss Site Plan application for Thrivent Financial, Parkview Dr., parcel 110239002.  
Dave Jensen, Thrivent Financial Consultant and Mark Rohloff, Utschig Inc. were here to discuss and answer questions regarding the project. Greg Kippenhan would like to see a condition that if the proposed addition is not built within a certain time frame, they would have to add wainscoting to the South face of the building. Motion to approve a site plan for Thrivent Financial located at parcel number 110239002 with the condition that items 1-8 are addressed and the plans comply with all ordinance requirements prior to issuance of any construction permits, with the additional condition that the South side of the first structure would need the brick wainscoting added if the proposed addition is not completed within 10 years. Jim Cotter second the motion. Motion carried 7-0.
- f. Discussion regarding Zoning Ordinance Update.  
Michael Brown would like to recommend that the Zoning Code be updated as a whole after the Comprehensive Plan is completed. Mark Strobel would like to look at the Gateway Ordinance prior to the Comp Plan completion.
- g. Discussion on Planning Commission Packet Distribution.  
Jim Ecker likes paper packets for ease of use when visiting the sites. Going forward, the packets will be printed on letter size paper and the Planning Commission members will pick them up at Town Hall. John Julius wants to make sure the members are picking the packets up in a timely manner that facilitates preparedness for the meeting.

**7. TOWN CHAIRMAN / COMMUNITY and ECONOMIC DEVELOPMENT  
DIRECTOR UPDATE**

- a. Next Meeting Date: May 1, 2018 Special Meeting regarding Comprehensive Plan Update and May 21, 2018 regular meeting.

8. **ADJOURNMENT**

Motion to adjourn made by Mark Strobel, second by Greg Kippenhan. Motion carried 7-0, adjourned at 7:25pm.

Kelly Mischler, Deputy Clerk