

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

DATE: Monday May 21, 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.

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

Present: Leanne Meidam-Wincentsen, Jack Anderson, Mark Strobel, Jim Ecker, Greg Kippenhan, Ken Zilisch

Excused: Jim Cotter

Motion to approve the agenda made by Mark Strobel, Ken Zilisch second. Motion carried 6-0.

**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 public comment forum made by Jack Anderson, Leanne Meidam-Wincentsen second. 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 April 23, 2018.

b. Approve Planning Commission Meeting Minutes from May 1, 2018.

Motion to approve the consent agenda made by Jim Ecker, Mark Strobel second.

Motion carried 6-0.

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

**6. NEW BUSINESS**

a. United Cooperative

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

Staff wanted to note that a monument sign is shown on the plans, which is against the Heritage Overlay Ordinance allowing only wall signs. This

will need to be included in their Planned Unit Development Special Exception Use relief. Staff suggests that the sign be relocated to the Southwest corner moved back 10 feet from the property line, United Cooperative has agreed to that change.

Motion to approve the site plan made by Greg Kippenhan, Ken Zilisch second. Motion carried 5-1 (Leanne Meidam-Wincentsen).

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

The motion made by Jim Ecker read as follows: The Commission has found that the conditions in which to grant a Special Exception per Section 320-209A(1-10) of the Zoning Ordinance have been met and the areas of relief through the PUD have been identified on the site plan and therefore recommend to the Town Board approval of the Special Exception for United Cooperative for a Gas Station and Planned Unit Development located at parcel number 110038600, 110038601, 110038700, 110038800 and all staff, ordinance and statutory requirements shall be met prior to issuance of any construction permits. Additional conditions set being: the of the hours of operations will be between the times of 5:00am-9:00pm; the signage plans will need to be submitted and approved at a later Planning Commission meeting; the building must adhere to the Heritage Overlay District in which the masonry, being 4 ft high, must wrap the North side of the building and the South side up to the start of the fencing; the fencing must be changed from chain link to either wood or composite and be approved by staff, Jack Anderson second. Motion carried 6-0.

b. All World Ford

- i. Consider/Discuss/Act Site Plan application for All World Ford, Greenville Dr., parcel 110019701.

At this time they will have a high capacity well and holding tank until Town sewer and water can be available at this location. Motion to approve the Site Plan for All World Ford parcel 110019701; prior to issuance of any construction permits plans shall meet all local, county and state ordinance and statutory requirements made by Mark Strobel, Greg Kippenhan second. Motion carried 5-1. (Jim Ecker)

- ii. Consider/Discuss/Act Special Exception Use application for All World Ford, Greenville Dr., parcel 110019701.

The motion made by Jack Anderson read as follows: The Commission has found that the conditions in which to grant a Special Exception per Section 320-209A(1-10) of the Zoning Ordinance have been met and therefore

recommend to the Town Board approval of the Special Exception request for an Automobile Sales/Service/Repair use for All World Ford Parcel 110019701. Additional conditions set being: the hours of operation must be between the times of 7:00am-8:00pm; the security lighting must be reduced at midnight; the signage must be reviewed by the Planning Commission at a later meeting date, Mark Strobel second. Motion carried 6-0.

- c. Consider/Discuss/Act Final Plat application for Savannah Heights, parcels 110083805, 110084061, 110084062 and 110084058.  
Motion to recommend to the Town Board approval of the Final Plat for Savannah Heights to include conditions 1 and 2 made by Jack Anderson, Mark Strobel second. Motion carried 6-0.
- d. Discussion on Spring Rd Development Concept.  
Jim Sehloff, Davel Engineering was here to answer questions. Being as this is outside our Sanitary District, this is required to be a conservation subdivision. Jim Ecker would like to see this follow our Conservation subdivision ordinance. Leanne is concerned with the length of the cul-de-sac, however there is no land surrounding that is available for looping the road. Jack would like to have the public hearing go to residents 1000ft from the property.
- e. Discussion on Shepherd of the Hills Concept.  
The Planning Commission likes these plans and finds no issues with the proposal and looks forward to seeing the application.

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

- a. Next Meeting Date: June 25, 2018
- b. Comprehensive Plan Update meeting was held on May 1, 2018 and the process is moving forward.

**8. ADJOURNMENT**

Motion to adjourn made by Mark Strobel, Leanne Meidam-Wincentsen second. Motion carried 6-0 and the meeting was adjourned at 6:55pm

Kelly Mischler, Deputy Clerk