



## PLANNING COMMISSION MEETING MINUTES

**DATE:** Monday September 24, 2018  
**TIME:** 5:30 PM  
**LOCATION:** Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

### Agenda

**1. CALL TO ORDER**

Meeting called to order at 5:30pm.

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

PRESENT: Jim Ecker, Greg Kippenhan, Mark Strobel, Jack Anderson, Leanne Meidam-Wincentsen, Jim Cotter

EXCUSED: Ken Zilisch

Motion to approve agenda made by Jim Cotter, Mark Strobel 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, Mark Strobel 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 Special (Comprehensive Plan) Planning Commission Meeting Minutes from August 27, 2018
- b. Approve Regular Planning Commission Meeting Minutes from August 27, 2018.
- c. Case 2018\_32\_RZ\_CSM, Lakeview Ct CSM and Rezoning Application was withdrawn by Peter Hehli, property owner. Public hearing was posted prior to withdrawal.
- d. Subdivision Status Report

Motion to approve consent agenda made by Jim Cotter, Greg Kippenhan second. Motion carried 6-0.

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

## **6. OLD BUSINESS**

- a. Consider/Discuss/Act on Resolution 44-18 Sign Package for United Coop N1878 Municipal Dr., parcel 110038600  
Mark Strobel would like us to think about changing the Heritage District's Ordinance prohibiting monument signs. Director Michael Brown suggested making this change when the entire Zoning Ordinance is updated. Tim Cullen from TLC Sign was there to answer any questions. Motion to approve Resolution 44-18 made by Jim Cotter, Jack Anderson second. Motion carried 5-1 (Leanne Meidam-Wincentsen).
- b. Consider/Discuss/Act on Ordinance 03-18 update to Section 320-220E Lighting of the Zoning Ordinance  
Jim Ecker researched some Lighting Ordinances and other examples of code. From this research, he feels the ordinance proposed should be updated. Motion to recommend approval with the updates of residential foot candles to 0.05, 0.5 on non-residentially zoned property, 5.0 on public road ways and 0.05 and 0.5 on property across a public right-of-way made by Jim Ecker, Mark Strobel second. Motion carried 6-0.
- c. Consider/Discuss/Act on Spring Rd Existing Features Map and Preliminary Concept Plan, parcels 110066900 and 110067000  
Members of the commission suggested the required open space be designed differently than lining the back of the properties, they do not feel the property owners will leave it as such. Motion to table Preliminary Concept Plan for the Spring Rd. Conservation Subdivision until the wetland and bedrock issues are resolved, land calculations are adjusted and staff comments are addressed in the staff report made by Mark Strobel, Jim Cotter second. Motion carried 6-0.
- d. Consider/Discuss/Act on Mayflower Rd Existing Features Map and Preliminary Concept Plan, parcel 110004200  
Members of the commission suggested the required open space be designed differently than lining the back of the properties, they do not feel the property owners will leave it as such. Motion to table the Preliminary Concept Plan for the Mayflower Rd. Conservation Subdivision until staff comments are addressed in the staff report made by Jim Ecker, Mark Strobel second. Motion carried 6-0.

## **7. NEW BUSINESS**

- a. Public Hearing and Consider/Discuss/Act on Resolution 47-18 CSM on Julius Dr, parcel 110112600  
Larry Bentle, property owner, was on hand for a project description and questions. Motion to close public hearing made by Jack Anderson, Leanne Meidam-Wincentsen second. Motion carried 6-0. Motion to approve Resolution 47-18 made by Jack Anderson, Jim Cotter second. Motion carried 6-0.
- b. Discuss Concept Plan for Trailer and Shed sales on Municipal Dr, parcel 110029204.  
The applicant would like to discuss if the Planning Commission would allow them to continue

with the current gravel lot instead of paving. The Planning Commission gave the applicant the approval needed for him to keep his current gravel lot but would need to be reviewed in the future as the area develops.

- c. Public Hearing and Consider/Discuss/Act on Resolution 46-18 Rezoning parcels within the Towering Pines and Savannah Heights subdivisions  
Motion to close public hearing made by Jack Anderson, Leanne Meidam-Wincentsen second. Motion carried 6-0. Motion to approve recommendation of Resolution 46-18 made by Mark Strobel, Leanne Meidam-Wincentsen second. Motion carried 6-0.
- d. Discuss Sign Ordinance Enforcement  
Mark Strobel would like to see our sign ordinance enforced on all current signage in the Town, however he doesn't feel this is a top priority. At this time the staff should look at complaint driven and temporary signs until more resources can be given to this code enforcement.

## 8. **OPEN CASES**

- a. 2018\_16\_Variance\_Spring Rd

## 9. **TOWN CHAIRMAN / COMMUNITY and ECONOMIC DEVELOPMENT DIRECTOR UPDATE**

- a. Next Meeting Date: October 22, 2018 5:30pm
- b. Comprehensive Plan Update meeting Oct 22<sup>nd</sup> 4:30pm, prior to regular Planning Commission meeting
- c. Bicycle and Pedestrian Plan Committee meeting October 17<sup>th</sup> 1:00pm

## 10. **ADJOURNMENT**

Motion to adjourn made by Mark Strobel, Jim Ecker second. Motion carried 6-0 and the meeting was adjourned at 6:51pm.

Kelly Mischler, Deputy Clerk