

**Village of Wrightstown  
Planning Commission Minutes  
Special Meeting**

The regular monthly meeting of the Planning Commission was held at the Village Hall, 352 High St. on Wednesday, **August 1, 2018** and was called to order at 6:30 pm by Vice-Chairman Bob Fandrey.

Roll Call: Present: Bob Fandrey, Gary Kaster, Pat Kiel, Ryan Macario, Terry Schaeuble (6:45 pm), Dan Segerstrom, Keith Wendlandt

Absent: None

Also Present: Village Administrator Travis Coenen, Planner Ben LaCount, Planner Chad Fradette, Steven Zeitler, David O'Brien-Bayland Buildings, Adam Mueller-Bay Area Granite & Marble, Edward Byrne-Brillion News, Mark Leonard

**MINUTES –**

Motion by R Macario, second by D Segerstrom to approve the Planning Commission meeting minutes from July 11, 2018 as presented. **Motion carried.**

T Coenen introduced our planners from Evergreen Consultants LLC, Ben LaCount & Chad Fradette; they each talked about their background in planning.

**EXTRATERRITORIAL CSM REVIEW, CARL THEUNIS, AUTUMN BLAZE CT, PARCEL W-161, TOWN OF WRIGHTSTOWN—**

B LaCount presented the staff report on this request to divide two lots from Parcel W-161; Lot 1 will be 6.432 acres and Lot 2 will be 7.526 acres. Motion made by G Kaster, second by K Wendlandt to approve this Extraterritorial CSM Review for Carl Theunis, Autumn Blaze Ct, Parcel W-161, Town of Wrightstown, per staff recommendations:

- Property should be rezoned to Agricultural Residential if residences will be built;
- Any access, driveway or field entrance should be shown if they are located within the CSM;
- Wetland Review by an Assured Wetland Delineator or the WI DNR wetland ID Program prior to approval;
- Due to the wet signature being visible in aerial photographs within the CSM boundary wetlands may be present on the property. If wetlands are present, it is important to identify their location so that proper access and building locations fit within the boundaries of the lots and so that a potential wetland violation does not occur. **Motion carried.**

**SITE PLAN & DESIGN REVIEW, BAY AREA GRANITE & MARBLE, PARCELS 300010500, 300010300 & VW-189-2, VILLAGE OF WRIGHTSTOWN—**

B LaCount presented the staff report and indicated this building is a perfect fit for this location. Property needs to be rezoned to I-1 Industrial W/PDD. There will be two (2) driveways off Golf Course Drive; one for employees and one for customers. The Highway U entrance will be for delivery trucks. Planning to have 45-55 employees, and the production department will be two shifts. Motion by G Kaster, second by P Kiel for conditional approval of the Site Plan and Design for Bay Area Granite & Marble, Parcels 300010500, 300010300 and VW-189-2, Village of Wrightstown per staff recommendations:

- The proposed Bay Area Granite and Marble Facility fits the I-1 General Industrial District and should be rezoned to I-1 and depending on the site design a Planned Development District Zoning may be

necessary. This business is a good fit for the community and is in the proper location for the Village of Wrightstown. The site plan application is incomplete and is in need of more information. The following comments need to be addressed: 1. Boundary dimensions are needed 2. Existing contours are needed 3. All existing and proposed easements need to be shown 4. Parking stall dimensions need to be shown 5. Civil design showing how stormwater is collected and treated is needed 6. Proposed signs need to be shown 7. Refuse collection areas need to be shown 8. Lighting Plan is needed 9. Traffic flow needs to be shown 10. Site statistics need to be provided 11. Architectural renderings not provided 12. Landscaping Plan not provided;

- Stormwater cannot drain onto adjacent properties. A civil design must be provided to show how stormwater is collected and treated. It is understood the stormwater pond located south of the property is sized for this property and will be used, but a plan needs to show how it is collected and conveyed to the pond;
- This site plan was reviewed to ensure development issues were addressed including drainage design, parking lot design and lighting, utility connections and fire protection, disabled accessibility, and landscaping. Evergreen Consultants does not guarantee or assume any responsibility for the Site Plan provided. Responsibility and liability for the plans provided is with the property owner and persons providing the plans. **Motion carried.**

**CSM REVIEW, VILLAGE OF WRIGHTSTOWN FOR BAY AREA GRANITE & MARBLE, PARCEL VW-189-2, VILLAGE OF WRIGHTSTOWN—**

B LaCount presented the staff report to divide this Brown County parcel into 2 lots. Motion made by D Segerstrom, second by R Macario to approve the CSM review for Bay Area Granite & Marble, Parcel VW-189-2 contingent upon the exemptions and staff recommendations as follows:

- Property should be rezoned to I-1 Industrial w/PDD;
- There are no access drives located within the CSM. Show proposed access drive;
- Wetlands have been delineated by an Assured Wetland Delineator and have been submitted for exemptions. CSM should not be recorded until wetland exemptions have been determined and any wetlands under the jurisdiction of the state should be shown on the CSM with appropriate setbacks.

**Motion carried.**

**CSM REVIEW, VILLAGE OF WRIGHTSTOWN FOR BAY AREA GRANITE & MARBLE, PARCELS 300010300 & 300010500, VILLAGE OF WRIGHTSTOWN—**

B LaCount presented the staff report to divide Outagamie County Parcel 300010500 and combine part of it with Outagamie County Parcel 300010300 to make Lot 1, which will be 11.173 acres. Motion by D Segerstrom, second by R Macario to approve the CSM review for Bay Area Granite & Marble, Parcels 300010300 & 300010500 contingent upon the exemptions and staff recommendations as follows:

- The Village of Wrightstown needs ownership of Parcel 300010300 prior to recording of the CSM. The current owner is Gary Beining;
- Property should be rezoned to I-1 Industrial w/PDD;
- All access drives located within the CSM should be shown;
- Wetlands have been delineated by an Assured Wetland Delineator. Some of the wetlands have been submitted for exemption from state jurisdiction and wetland fill permit has been applied for. CSM should not be recorded until wetland exemptions have been determined and the wetland fill permit has been approved. Any wetlands under the jurisdiction of the state should be shown on the CSM with appropriate setbacks. **Motion carried.**

**REZONE REVIEW, VILLAGE OF WRIGHTSTOWN FOR BAY AREA GRANITE & MARBLE, PARCELS VW-189-2, 300010300 & 300010500, VILLAGE OF WRIGHTSTOWN FROM R-1 RESIDENTIAL (VW-189-2 & 300010300) AND B-1 GENERAL BUSINESS W/PDD (300010500) TO I-1 INDUSTRIAL W/PDD—**

T Coenen and B LaCount talked about the rezoning for all 3 parcels to I-1 Industrial w/PDD. Motion made by P Kiel, second by D Segerstrom to approve the Rezone review for Bay Area Granite & Marble, Parcels VW-189-2, 300010300 & 300010500 to I-1 Industrial w/PDD per staff recommendations as follows:

- Rezone parcels VW-189-2 (Brown), 300010500 and 300010300 (Outagamie) to I-1 General Industrial w/PDD. This zoning matches current zoning and use of the adjacent parcel to the south and the I-1 General Industrial zoning to the east;
- The production facility meets the I-1 General Industrial zoning. The PDD overlay will give the Village of Wrightstown more flexibility over the design, appearance and layout of the development;
- Property should be rezoned to I-1 General Industrial w/PDD. **Motion carried.**

**ADJOURN –**

Motion by R Macario, second by T Schaeuble to adjourn the meeting. **Motion carried.**  
(Adjourned at 7:18 pm)



Patti Leitermann

Deputy Clerk/Treasurer