

Village of Wrightstown Planning Commission Minutes

A Regular Meeting of the Planning Commission was held at the Village Hall, 352 High St. on Monday, **March 14, 2022** and was called to order at 6:00 pm by Chairman Terry Schaeuble.

Roll Call: Present: Bob Fandrey, Gary Kaster, Pat Kiel, Terry Schaeuble, Dan Segerstrom,
Keith Wendlandt
Absent: Ryan Macario

Also Present: Village Administrator Travis Coenen, Planner Ben LaCount-Clear Rock Consulting LLC, Nathan Helbing-Wrightstown Fire, Ben Vosters-Wrightstown Fire, Paul Birschbach-Wrightstown Building Inspector, Ed Byrne-Brillion News, Kevin Agen-Homeowner, Bruce Hohol-Homeowner, Colin Meisel-Ruekert & Mielke, Jesse Hall-Keller

MINUTES –

Motion by B Fandrey, with a second by K Wendlandt to approve the Planning Commission meeting minutes from February 14, 2022. **Motion carried.**

CSM REVIEW, BRUCE HOHOL, 736 & 740 WASHINGTON ST, PARCELS VW-7-4 AND VW-7-2, & KEVIN AGEN, 800 WASHINGTON ST, PARCEL VW-8, VILLAGE OF WRIGHTSTOWN—

B LaCount presented his review for this restructuring of 3 parcels to conform with the Village road frontage policy and make driveway modifications. The zoning will remain R-R Rural Residential. Motion made by G Kaster, with a second by B Fandrey to approve this Certified Survey Map for Bruce Hohol & Kevin Agen, Parcels VW-7-4, VW-7-2, and VW-8 per staff recommendations:

- State the ¼ ¼ Section, Government Lot or Private Claim in the map heading and legal description.
- State the Section, Town and Range in the map heading and legal description.
- Place a north arrow on the map.
- If there is a 12' utility easement along CTH "ZZ", annotate it on the map.
- Place a 75' building setback from the ordinary high water mark of the Fox River.
- Place the floodplain areas with source of determination included on the map.
- Sign, stamp and date CSM.
- CSM is tied to a section line, quarter section line, private claim or federal reservation line with the monumentation at each end of the line shown, along with bearing and distance.
- All distances and bearings are referenced to the Wisconsin County Coordinate System for Brown County.
- Complete corrections on Brown County Surveyors Review. **Motion carried.**

SITE PLAN REVIEW, WRIGHTSTOWN PROPERTIES LLC-PRINT PRO ADDITION, 1450 POPLAR ST, PARCEL VW-W175, VILLAGE OF WRIGHTSTOWN—

B LaCount presented his review for this 40,232 Sq Ft warehouse expansion. Zoning will remain I-1 Industrial w/PDD. Stormwater Plan has been received per T Coenen. Lighting Plan will be submitted at a later date. There are no proposed changes to the parking lot. This addition will be on the east side of the current building toward the water tower. The colors will match the existing building. Motion made by P Kiel, with a second by B Fandrey to approve the Site Plan Review for the Wrightstown Properties

LLC-Print Pro Addition at 1450 Poplar Street, Parcel VW-W175 per staff recommendations:

- Add legal description.
- Changing zoning on plan from B-1 to I-1 Industrial w/PDD.
- Provide useable floor area, and current uses for existing buildings. To ensure adequate parking, please annotate how much of the existing facility is office space and explain how many employees are anticipated to be at the facility at any given time. Are there different shifts? Parking standards for uses not listed, within Section 206-52 Off-street parking requirements, will be established on an individual, use-by-use basis by the Village Board. Note: The Site Plan meets parking requirements for a warehousing facility. (No new employees being added as this is a storage area)
- Annotate designated fire lanes.
- Provide lighting plan for approval.
- Provide colored renderings of the addition or state that the addition is going to match existing colors.
- Approval from Village of Wrightstown Building Inspector.
- Approval from Village of Wrightstown Fire Department.
- Approval of Stormwater Management Plan.
- Meet all Village of Wrightstown Codes and Ordinances.
- Receive all needed County and State approvals. **Motion carried.**

ORDINANCE AMENDMENT 04062022 – AMENDMENT TO CHAPTER 206 ZONING §206-34 CRITERIA FOR APPROVAL E. FACTORS AND REQUIREMENTS TO BE CONSIDERED BY THE REGIONAL PLANNING COMMITTEE AND VILLAGE BOARD (24) ACCESS AND (25) SUCH OTHER LIMITATIONS—

B LaCount presented this ordinance amendment for future development as follows:

(24) Access. Every dwelling unit or interior lot shall have access to a public street either directly or via an approved private road, pedestrian way, court or other area dedicated to public or private use or common element guaranteeing access. Permitted uses are not required to front on a dedicated public street. Access to buildings or interior lots may be by approved private streets in Planned Development District, provided that such streets are no further than 200 feet from the building served. Private streets shall be a minimum of 24 feet wide with curbs and internal drainage (an urban section design) or 32 feet wide with roadside ditch drainage (a rural section design) and pavements equal or better in quality to Village minimum design standards.

(25) Such other limitations, conditions or special requirements characteristic of the use as may be deemed necessary to protect the health, safety or welfare of the Village.

Motion made by B Fandrey, with a second by K Wendlandt to approve this Ordinance Amendment 04062022 per staff recommendations and changes made above. **Motion carried.**

ADJOURN –

Motion by G Kaster, with a second by D Segerstrom to adjourn the meeting. **Motion carried.**
(Adjourned at 6:25 pm)

Patti Leitermann
Deputy Clerk/Treasurer