

# Village of Wrightstown Planning Commission Minutes

A Regular Meeting of the Planning Commission was held at the Village Hall, 352 High St. on Monday, **November 14, 2023** and was called to order at 6:00 pm by Vice-Chairman Bob Fandrey.

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

Also Present: Village Administrator Travis Coenen, Planner Michael Leidig-Robert E Lee & Associates, Deputy Clerk-Treasurer Patti Leitermann, Nathan Helbing-Wrightstown Fire (Virtual), Brian Roebke-Wrightstown Area Spirit, Thomas Taylor-Phase 1 Consulting (Virtual), Adam Vander Zanden, Phyllis Van Asten

## **MINUTES –**

Motion by P Kiel, with a second by R Macario to approve the Planning Commission Meeting minutes from October 9, 2023 as submitted. **Motion carried.**

## **OVERLAY OF THE ARCHITECTURAL CONTROLS AND STANDARDS FOR HOMES AND IMPROVEMENTS IN THE DECLARATION OF CONDITIONS, PROTECTIVE COVENANTS AND EASEMENTS FOR THE ROYAL ST. PATRICK'S RESIDENTIAL DEVELOPMENT, VILLAGE OF WRIGHTSTOWN—**

T Coenen presented this overlay for changes to the Royal St Patrick's original covenants. There will be some leniency in the amount of brick or stone on the front side along with the roof pitch. This is not the final overlay copy, so the Planning Commission would like to see all the changes side by side on the final copy to be reviewed at a future meeting. Motion made by R Macario, with a second by P Kiel to **Table** this item. G Kaster abstained.

## **PROPOSED 3 LOT EXTRA-TERRITORIAL CSM, PHYLLIS & THOMAS VAN ASTEN, 4089 CTH DDD, PARCELS W-150 AND W-151, TOWN OF WRIGHTSTOWN—**

T Coenen presented this proposal to divide 2 lots into 3 lots for possible development on Lot 2. This property is part of the Town of Wrightstown's border agreement with the Village if the owners wanted to annex the property into the Village in the future. The Planning Commission is open to this land division for development and a zoning change if needed.

## **EXTRA-TERRITORIAL CSM REVIEW, MEADOWLARK DAIRY LLC, 1073 MEADOWLARK ROAD, PARCEL W-227, TOWN OF WRIGHTSTOWN—**

M Leidig presented his review for this CSM to separate buildings and occupation from crop land. Staff has no zoning or planning comments. All technical comments have been addressed. Motion made by G Kaster, with a second by R Macario to approve this Extra-Territorial CSM for Meadowlark Dairy LLC at 1073 Meadowlark Road, Parcel W-227 per staff recommendations:

- Staff recommends approval of the Extra-Territorial CSM. **Motion carried.**

**FINAL SUBDIVISION PLAT REVIEW, FIRST ADDITION TO MAJESTIC MEADOWS PLAT, MEADOWLARK ROAD, PARCEL W-1315, TOWN OF WRIGHTSTOWN—**

M Leidig presented his review for this 12 parcel Extra-Territorial Plat. Planning and Zoning has no comments as lot dimensions are acceptable. Lots all appear to be developable and acceptable for development. Adequate frontage is provided to all lots per Village standards. Technical review has been completed and found the Plat to meet all requirements. Storm water requirements will be reviewed by the Town of Wrightstown. Motion made by P Kiel, with a second by G Kaster to approve this Final Extra-Territorial Subdivision Plat for Majestic Meadows on Meadowlark Road, Parcel W-1315 per staff recommendations:

- Staff recommends approval of the proposed Extra-Territorial Majestic Meadows Subdivision Plat. **Motion carried.**

**SITE PLAN REVIEW, WRIGHTSTOWN GOLF COURSE LLC, THE LINKS FITNESS CENTER, 869 COUNTY ROAD U, PARCEL 300000104, VILLAGE OF WRIGHTSTOWN—**

M Leidig presented his review for construction of a pool, associated pool house, paved parking and drives, sidewalk, and a temporary wet detention pond. This project has already been partially reviewed and approved through the approval of the associated apartments; however, due to significant updates to the site, along with a lack of building information submitted with the original approval, this site requires it's own planning approval. There is a proposed 38' easement to encompass the dual watermains extending to the rear of the parcel. The storm water management plan and landscaping plan are acceptable, and the lighting plan provided meets the intention of the lighting code. The pool area will have a fence enclosure. A Knox box and directional signage will be required per the Fire Department. Motion made by P Kiel, with a second by G Kaster to approve this Site Plan Review for Wrightstown Golf Course LLC's Pool and Fitness Center at 869 County Road U, Parcel 300000104 contingent upon an updated pool lighting plan, a detailed fence plan, Knox box location, directional signage and per staff recommendations:

- Owner shall record the storm water maintenance agreement with the County. No occupancy shall be granted prior to recording.
- Owner shall grant and record the proposed easement for the proposed watermain. The watermain shall be constructed in accordance with Village standards and specifications. No occupancy shall be granted prior to the Village taking ownership of the proposed watermain.
- Project must conform with all applicable Village, County, State and Federal regulations and requirements.
- Approval is conditional on review and approval from the Village Building Inspector.
- Any proposed signage will require a separate permit. **Motion carried.**

**SITE PLAN REVIEW, AMERICAN TOWER, 600 HIGH STREET TOWER, PARCEL VW-W26, VILLAGE OF WRIGHTSTOWN—**

M Leidig presented his review for this installation of equipment cabinets on a proposed concrete pad inside a 10' x 15' ground space within the existing compound, and installing new equipment and mounts on the existing tower. Motion made by G Kaster, with a second by P Kiel to approve this Site Plan Review for American Tower at 600 High Street, Parcel VW-W26 per staff recommendations:

- Review and approval by Village Building Inspector.
- No form of advertising shall be present on the mounted equipment.
- The structure shall be included in the annual inspection done by ATC per the submitted

document.

- Tower shall follow all applicable Village of Wrightstown code sections. **Motion carried.**

**ADJOURN –**

Motion by P Kiel, with a second by R Macario to adjourn the meeting. **Motion carried.**

(Adjourned at 7:05 pm)

Patti Leitermann  
Deputy Clerk/Treasurer