

Village of Wrightstown Planning Commission Minutes

A Regular Meeting of the Planning Commission was held at the Village Hall, 352 High St. on Monday, **February 12, 2024** and was called to order at 6:00 pm by Chairman Terry Schaeuble.

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

Also Present: Village Administrator Travis Coenen, Deputy Clerk-Treasurer Patti Leitermann,
Ben Vosters-Wrightstown Fire, Nathan Helbing-Wrightstown Fire

MINUTES –

Motion by J Sigmund, with a second by G Kaster to approve the Planning Commission Meeting minutes from January 8, 2024 as submitted. **Motion carried.**

SITE PLAN REVIEW, ALLIANCE FILMS PHASE 3 EXPANSION, 490 QUALITY CT, PARCEL VW-632, VILLAGE OF WRIGHTSTOWN—

T Coenen presented this Site Plan Review for Alliance Film’s Phase 3 expansion, which includes a 45,442 SF building addition, expansion to the existing loading docks on the northern face of the building, an additional loading dock, pavement additions, associated utility improvements, and a fire access lane. The existing building already has dumpsters in place. Motion made by G Kaster, with a second by R Macario to approve this Site Plan Review for Alliance Films at 490 Quality Ct, Parcel VW-632, Village of Wrightstown, per staff recommendations:

- Fire lane shall not be used for loading or unloading of train cars. Fire lane shall not store materials and shall be kept clear and navigable by a fire truck at all times. Plowing the fire lane in the winter will be required.
- Draft, submit and record an easement from the Village of Wrightstown giving rights to maintain the fire access which encroaches on the Village parcel VW-632-1 to the East.
- Existing easement document on the North side of the parcel shall be provided for review and modified if necessary to permit the proposed building expansion to encroach into the easement.
- Storm sewer being constructed in the easement to the North shall be constructed to Village of Wrightstown Standards and Specifications and shall be dedicated to the Village once complete and acceptable to the Village.
- Submit for review and approval a sign permit for the relocation and/or modifications of the existing sign on site.
- Approval shall be conditional on review and issuance of a building permit per §206-17(B). **Motion carried.**

SIGN REVIEW, COTTER FAMILY GATHERING CENTER, 518 MEADOW LANE, PARCEL VW-13-8, VILLAGE OF WRIGHTSTOWN—

T Coenen presented this sign review. The wall sign is 70’ x 240’ and does not extend more than 6 inches from building (4 inches) and totals approximately 117 square feet. Sign height is less than or equal to the 20’ foot max height. This sign will be facing Hwy 96, so possibly more signage will be applied for at a later date for the front of the building on Meadow Lane. Motion

made by R Macario, with a second by J Sigmund to approve this Sign Review for Cotter Family Gathering Center at 518 Meadow Lane, Parcel VW-13-8, Village of Wrightstown, per staff recommendations:

- Staff has found the proposed sign to meet all applicable Village of Wrightstown code sections and recommends approval conditional on review and approval from the Village Building Inspector. **Motion carried.**

G Kaster asked about the Dollar General dumpsters needing to be inside the enclosure. We will let the Building Inspector, Paul Birschbach, know to contact them.

T Coenen informed the Commissioners that Gnarly Cedar Site Plan Review will be coming next month!

ADJOURN –

Motion by G Kaster, with a second by R Macario to adjourn the meeting. **Motion carried.**
(Adjourned at 6:11 pm)

Patti Leitermann
Deputy Clerk/Treasurer