

**VILLAGE OF PLOVER**  
**PLAN COMMISSION**  
**March 14, 2016**  
**5:30 PM**

Members Present: Tom Davies, Al Haga, Al Tessmann, Patrick Freund, Royce Rossier, Sherri Galle-Teske, Gary Wolf

Others Present: Dan Mahoney, Richard Holden

1. Mr. Davies called the Plan Commission to order on Monday, March 14, 2016, 5:35pm.
2. Approval of the minutes of the meeting of February 29, 2016.

**Mr. Haga moved to approve the minutes of February 29, 2016 as printed. Mr. Freund seconded and the motion carried.**

3. Persons wishing to address the Committee.  
None.
4. Preliminary Plat – Village Wood Pointe Subdivision. Bill Bayba has submitted the Preliminary Plat of Village Wood Pointe Subdivision. Mr. Bayba is in the process of purchasing the 36.57 acres from Portage County. The subdivision contains 60 lots which are for single family development. The subdivision will be developed in phases with Phase 1 expected to start in April of this year. The subdivision is in compliance with our Major Subdivision requirements subject to the following:
  1. That the subdivision will be only for single family development;
  2. That the street design per Village specifications is submitted to the Public Works Committee with final approval by the Village Board;
  3. That the site storm water drainage plan is submitted to the Village Engineer for approval. (This may be included in the street design.);
  4. That the water and sewer design per Village specifications is submitted to the Utility Committee with final approval by the Village Board;
  5. That the high capacity well located on this property be abandoned per State requirements;
  6. That the Plat shows no direct access to CTH “R” from individual lots; and
  7. That this approval is subject to purchasing the land from Portage County.

Mr. Holden stated that #5 was a condition of his recommendation to make sure this happens. Mr. Mahoney noted that Mr. Damrau had discussed the easement in the area which involves a partial dedication of right of way for Portage County for future widening of R, but in addition to that there is an easement area that needs to be identified to protect existing water and sewer in the area. Easement language has been revised and reviewed with Mr. Bayba and he is fine with changes. Recording of easement will need to be done prior to sale of property.

Mr. Holden recommends that the Plan Commission recommend to the Village Board approval of the Preliminary Plat of Village Wood Pointe Subdivision subject to the following:

1. That the subdivision will be only for single family development;
2. That the street design per Village specifications is submitted to the Public Works Committee with final approval by the Village Board;
3. That the site storm water drainage plan is submitted to the Village Engineer for approval. (This may be included in the street design.);
4. That the water and sewer design per Village specifications is submitted to the Utility Committee with final approval by the Village Board;

5. That the high capacity well located on this property be abandoned per State requirements;
6. That the Plat shows no direct access to CTH "R" from individual lots; and
7. That this approval is subject to purchasing the land from Portage County.

**\*\*\*RECOMMENDATION TO THE VILLAGE BOARD\*\*\* Mr. Haga moved that the Plan Commission recommend to the Village Board approval of the Preliminary Plat of Village Wood Pointe Subdivision, Bill Bayba, subject to conditions 1-7 noted above being met. Mr. Tessmann seconded and the motion carried.**

5. Preliminary Plat – Lexington Place VIII Subdivision. Classic Development has submitted the Preliminary Plat of Lexington Place VIII Subdivision. The subdivision contains 12 lots which are for single family development. The subdivision is expected to start in April of this year. Grading and storm water plan has been submitted and reviewed by staff. The subdivision is in compliance with our Major Subdivision requirements subject to the following:
  1. That based on the grading/storm water plan the top of the building basement wall shall be a minimum of 24 inches above the finished center-line grade of the road adjacent to the property;
  2. That the street design per Village specifications is submitted to the Public Works Committee with final approval by the Village Board; and
  3. That the water and sewer design per Village specifications is submitted to the Utility Committee with final approval by the Village Board.

Mr. Holden recommends that the Plan Commission recommend approval to the Village Board of the Preliminary Plat of Lexington Place VIII Subdivision subject to the following:

1. That based on the grading/storm water plan the top of the building basement wall shall be a minimum of 24 inches above the finished center-line grade of the road adjacent to the property;
2. That the street design per Village specifications is submitted to the Public Works Committee with final approval by the Village Board; and
3. That the water and sewer design per Village specifications is submitted to the Utility Committee with final approval by the Village Board.

(Note – Village of Plover Building Code requires the top of the basement wall to be a minimum of 20 inches above the finished center-line grade of the road adjacent to the property).

**\*\*\*RECOMMENDATION TO THE VILLAGE BOARD\*\*\* Mr. Haga moved that the Plan Commission recommend to the Village Board approval of the Preliminary Plat – Lexington Place VIII Subdivision, Classic Development, subject to conditions 1-3 noted above being met. Mr. Freund seconded.**

Mr. Wolf asked if the 24" above the finished center-line grade has been done elsewhere within the village. Mr. Holden stated that yes it has been but it on a case by case basis. The request on this property is due to necessary grading plan which requires it to be 24" above the finished center-line grade of the road adjacent to the property. Mr. Mahoney stated that it is more unusual than usual. **Motion carried.**

6. Site Plan Review – Brian Novotny – Duplex at 3011/3013 Maple Drive. Brian Novotny has submitted a Site Plan to construct a duplex at 3011/3013 Maple Drive. The property is zoned R-6 Multi-family District. Mr. Novotny razed a single family dwelling from this property and is replacing it with a duplex. The property is unusual in that it is narrow and long and it shares a driveway and utility easement with the multi-family property to the west. The building meets the setback requirements. The building faces the shared driveway so the accent material is being applied to that side of the building which features stone around the entrances meeting the minimum requirements. The Site Plan shows leaving the existing landscaping at the front of the yard so no additional accent material is being requested on the street side of the building. The plan also shows the location of the yard sprinklers. Site drainage shall be directed to the south of the

property. The property is subject to water, sewer, and park impact fees but will be given credit for the previous single family dwelling. All construction material and debris shall be maintained on the property. Mr. Holden recommends that the Plan Commission approve the Site Plan submitted by Brian Novotny for a duplex at 3011/3013 Maple Drive as submitted subject to the following:

1. That the landscaping (existing hedges) shown at the front of the property is maintained;
2. That the storm water drainage is maintained on the site; and
3. All construction material and debris shall be maintained on the property.

**Mr. Rossier moved that the Plan Commission approve the Site Plan for Brian Novotny for a duplex at 3011/3013 Maple Drive as submitted with conditions 1-3 being met. Mr. Freund seconded.**

Mr. Rossier asked if the Fire Department has any issues with the property. Mr. Holden stated no. Keith Helmrick questioned the accent material not being required on the street facing side. Mr. Holden stated that condition #1 above covers landscaping on the street side which will need to be maintained. Mr. Helmrick felt that the street facing side should have accent material as the shrubs can die. Mr. Damrau agreed that accent materials need to be used on the street facing side. Mr. Haga felt that the code calls for aesthetic pleasing on the street facing side. Mr. Holden stated that interior accent material will be on the interior side not on the facing side. He felt that the existing landscaping is a continuous hedge about 4' high and condition maintains that it must be maintained. **Motion revised by Mr. Rossier to include that a minimum 4' high hedge on the street side of the building or provide 20% accent material. Mr. Freund seconded the revision. Motion carried.**

7. Site Plan Revision – Panera Bread – 1250 Commerce Place. Panera Bread is in the process of purchasing 1250 Commerce Place previously occupied by Hudson's and Denny's. Pending closing on the property they hope to start construction in Mid-June and open around the beginning of November. The Site plan shows adding an outside seating area, a drive-up lane, drive-up window area, and adding an additional site entry. The exterior brick of the building will be painted in different tones of tan/brown. A sign package has been submitted which complies with our Sign Code and the Planned Development District. Extensive reconstruction will take place within the building in order to meet their requirements and the State Building Code. As part of the Building Permit process we will evaluate projected water usage to determine if additional water & sewer impact fees are required for this project. Mr. Holden recommends that the Plan Commission approve the Site Plan for Panera Bread, 1250 Commerce Place as submitted.

**Mr. Rossier moved that the Plan Commission approve the Site Plan for Panera Bread, 1250 Commerce Place as submitted. Mr. Tessmann seconded.**

Mr. Holden noted that there will be signage on the front and back of the building. He noted that they will lose a little bit of parking due to the drive up; there will also be three 5 minutes spots for inside pickup. Mr. Holden stated that there will be extensive reconstruction on the interior of the building. Mr. Rossier asked if this is a franchise. Mr. Holden stated that he is not sure if it is a franchise or not. Projection for opening is November 2016. **Motion carried.**

8. Comprehensive Plan Update Discussion. Jeff Schuler, Portage County Planning & Zoning, was present to address changes to Chapter 1 of the Comprehensive Plan. Mr. Schuler did not feel that the changes in the Plan should be as time consuming as they were when developing the plan. Mr. Schuler suggested that many of the comparison charts be changed to put more emphasis on the Village of Plover and Portage County rather than surrounding municipalities; this would consolidate the Plan and allow only information that the Village can use while still meeting state requirements.

Mr. Anday expressed a concern with the population projected in 2015 stating that by the year 2030 they project it being just over 16,000 and now they are projecting that by 2040 it being just over 15,000. Why the decrease? Mr. Mahoney stated that there have been lots of meeting on population projections based on past history. Have not seen a lot of residential growth. He feels that it would be more important to look at housing and do we have enough area for single family residents. Mr. Mahoney as if there is a ballpark date for completing the updates.

Mr. Schuler stated that we will do 1-2 chapter per time taking us to mid-summer. Mr. Holden stated that we are shooting for doing a chapter or two after the second meeting of each month.

Mr. Anday stated that there needs to be a section on additional needs for an elementary school in Plover. Mr. Mahoney stated that he attended many meetings to address this, but eventually it was tabled. Mr. Anday would like this mentioned somewhere to open the door to discussion of a potential elementary and middle school. Mr. Mahoney suggested identifying future locals for elementary and secondary schools within the Plover area. Mr. Schuler stated this could be addressed in Chapter 4 and noted that the Village of Plover will need to keep an eye on it.

Mr. Mahoney stated that are a couple of items that he would like to see addressed:

- 1) Influx of elderly care facilities has created a demand in increased emergency services reflected in the rise of ambulance calls; therefore is it time to address having a dedicated ambulance in the Village of Plover? Mr. Schuler stated that this has not been mentioned here before so he would suggest the following “There has been an increase in 65+ which has led to an increase in the number of facilities within the Village in the last decade.
- 2) Increase in single parent households has caused the increased demand in social services, education (grades 1-3) and law enforcement.
- 3) Housing shifting to multi-family. Identify potential issues that result from multi-family housing.
- 4) Need to explore the increase in poverty in the area, what is causing issues and what can be done to address these issues.

Mr. Haga stated that jobs are in the area, but there are no people to fill them. Del Monte has been having problems with seasonal employees. They are paying higher wages and offering incentives and if they hire 9-10 usually only 1 stays. They have been going outside to Texas to recruit for seasonal help.

Section 1.7 Paragraph 6, [Citizen Participation in growth management is provided through a variety of opportunities] ADD “including the ability to participate in all public meetings of the Village Board and its committees. We strongly encourage the public to participate in these meetings.”

Mr. Schuler asked if we wanted to continue to update the Stevens Point Urban Area Sewer Service Plan. Mr. Mahoney stated yes.

## 9. Reports

- a. Community Development Manager. Mr. Holden stated that we are starting off slow, but we will have another really good year.

**Ms. Galle-Teske moved to approve the Community Development Manager Report as written. Mr. Freund seconded and the motion carried.**

10. Ms. Galle-Teske moved to adjourn the meeting at 7:25pm. Mr. Freund seconded and the motion carried.

Submitted by Bonnie Wiczek