

VILLAGE OF PLOVER
PLAN COMMISSION
August 1, 2016
5:00 PM

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

Members Excused: Al Haga

Others Present: Dan Mahoney, Richard Holden

1. Mr. Davies called the Plan Commission to order on Monday, August 1, 2016, 5:00pm.
2. Approval of the minutes of the meeting of July 18, 2016.

Ms. Galle-Teske moved to approve the minutes of July 18, 2016 as printed. Mr. Freund seconded and the motion carried.

3. Persons wishing to address the Commission.
None.

Discussion with possible action on the following:

4. Site Plan Revision – Erbes Up North – Self-storage unit (crushed concrete) – 1421 Contractor’s Blvd.
Mr. Holden stated that Mark Erbes has submitted a request to not blacktop the driveway/parking lot at the self-storage unit located at 1421 Contractor’s Blvd. (See attached letter.) The site plan was approved on May 18, 2015 and Mr. Holden attached the minutes from that meeting. The original plan submitted had all the areas paved and at that meeting Mr. Erbes requested that the back side of the building not be paved which was approved by the Plan Commission. No hard surfacing for the required areas has been installed. In addition they have not installed the concrete radii and hard surfacing for the driveways (in the right-of-way).

Municipal Zoning Code Section 550-41 [Off-Street Parking Requirements Section E.(2)] requires that any off-street parking space for more than two vehicles be adequately graded, surfaced and maintained to provide a durable and dustless surface. The Plan Commission has made limited exceptions to this requirement. If the issue is that asphalt will not work due to the equipment driving over the area then concrete could be used. Village Staff does not recommend a change to the Site Plan as approved by the Plan Commission and that the developer installs the hard surfacing in the areas required and installs the concrete radius and hard surfacing in the driveway areas to complete the project.

Mark Erbes Jr. stated that there will be no parking at the site. The entrance into the site will be for a roofing contractor who uses the building to store equipment. Mr. Erbes stated that all sides are now done in gravel and that they also did their own swales resulting in corner drainage. Erbes Up North will install the concrete radius at a cost of approximately \$6,000 and request that the hard surfacing be approved for crushed concrete rather than blacktop which could run \$30,000. Mr. Erbes stated that they are the only contractor being required within the Contractor’s Boulevard area to blacktop their parking lots versus being allowed to use gravel. Mr. Erbes reiterated that there is no parking and no storage except for the roofing company on their site. Mr. Davies asked if there was a bathroom on site. Mr. Erbes stated that there is a bathroom available for the roofing company although there are is no business run out of the roofing company. Mr. Erbes stated that some of the equipment cannot be run on blacktop without tearing it. Mr. Rossier asked what type of equipment would be coming and going from the site. Mr.

Erbes stated that the roofing company has a lifter and heavy duty equipment used for roofing and sharp turns could rip the corners.

Mr. Mahoney gave a brief history of past discussion/action by the Plan Commission/Village Board as it relates to paved parking areas. Both the Plan Commission and Village Board have had independent discussion on this issue. Tracking of materials and esthetics led the Village to regulate hard surfacing. He advised that tonight's discussion could have an impact where ordinances would have to be changed if we approve Erbes Up North request. Mr. Erbes stated that crushed concrete compresses down into hard material therefore does not go on road and does not adhere to washout. There will be no dust and no cracking. Mr. Erbes stated that he does have 10' of concrete approach around the building and that the radii will run from the roadway to property line. Ms. Galle-Teske was concerned with setting a precedent by allowing crushed concrete. Mr. Holden stated that Mr. Freist has withdrawn his request for crushed concrete and may not do the storage units, but might be coming back to add on to the building.

Mr. Rossier stated that since the radii were to be done in concrete, maybe we could allow the crushed concrete and request that we do a one year review to see how things are going. This timeframe would allow us to track concerns and address those issues.

Mr. Rossier moved that the Plan Commission approve a change to the Site Plan as approved by the Plan Commission on May 18, 2015 that Erbes Up North be allowed to use crushed concrete, that the radius to be out of poured concrete, and that a one year review will be performed allowing staff to track and address any concerns. NOTE this applies to contractor's subdivision only. Mr. Freund seconded and the motion carried.

5. Mr. Freist withdrew request.
6. Site Plan Revision – Plover Professional Center – Revised Parking – 1840 Post Road. Mr. Holden stated that Mr. Guzman owner of Plover Professional Center has submitted a revised parking plan for the property located 1840 Post Road. The DOT purchased property for the reconstruction of Business 51(Post Road) which affected the parking that was provided for this development. The plan has been revised and shows some parallel parking and some compact car parking stalls along the front of the property in order to maintain the required drive aisle. The original site had 62 parking stalls and the revised plan shows 53 for a net loss of 9 stalls. The revised parking plan maximizes the space available. Mr. Holden recommends the Plan Commission approve the revised parking plan for the Plover Professional Center at 1840 Post Road.

Ms. Galle-Teske moved that the Plan Commission approve the revised parking plan for the Plover Professional Center, 1840 Post Road. Mr. Freund seconded and the motion carried.

7. Sign Variance – Plover Professional Center – Reduced sign setback – 1840 Post Road. Mr. Holden stated that Mr. Guzman owner of Plover Professional Center has submitted a request for a sign setback variance for the property located 1840 Post Road. The DOT purchased property for the reconstruction of BUS 51(Post Road) which required the multi-tenant sign to be removed. Mr. Guzman will use the existing sign but it will have a new cabinet on the top and the rest of the sign will be refurbished. The proposed sign configuration complies with the sign code. Mr. Guzman is requesting that the sign go back in the same original area as shown on the plan with a setback of 8 feet from the new property line instead of 10 feet as required by the Sign Code. Mr. Holden recommends that the Plan Commission approved the Sign Variance for the Plover Professional Center as submitted.

Mr. Rossier moved that the Plan Commission approve the Sign Variance for the Plover Professional Center as submitted. Mr. Freund seconded.

Mr. Mahoney assured the committee that this was a very reasonable request. **Motion carried.**

8. Comprehensive Plan Discussion. Tabled till after the Public Hearing.
9. 5:30pm Go to Public Hearing – Mark Erbes, agent for Erbes Up North, request for a Conditional Use to allow a self-storage facility in the M-2 Road (Heavy Manufacturing) District at 2385 River’s Edge Drive, Plover, WI. The Secretary read the Public Hearing Notice. Joe Wanserski, 4021 River Drive had a concern with additional trees being cut as they were in the last project. Mr. Erbes stated that trimming of dead trees has been completed and no additional cutting will occur on River Drive. Marie Rossier, 1231 River Drive asked how the size compared to the building on Contractor’s Blvd. Mr. Erbes stated that it will have 16 foot high side walls to accommodate boat storage requests. Ms. Rossier asked why this lot was chosen since there are other lots available in the area that would be better suited to accommodate request for boat storage. Mr. Erbes stated that this lot is a perfect size to accommodate the one storage building and that other lots would have required more buildings and that they were not sure of the market. Ms. Rossier asked since the lot is surrounded by all residential properties why hasn’t the Village of Plover staff considered rezoning to residential use only. Mr. Mahoney stated that due to the owner of the property never requesting a rezoning change this would not occur. Mr. Wanserski asked if there would be a requirement on hours of operation. Mr. Erbes stated that there will be security lighting, but he feels it would be very unlikely that there would be traffic during the night or early morning hours. Mr. Holden read a letter from Kenneth & Patrice Shibilski expressing their objection to the self-storage facility (copy attached).

Mr. Rossier moved to close the Public Hearing. Mr. Freund seconded and the motion carried.

10. 5:40pm - Reconvene for possible discussion and possible consideration of the Mark Erbes, agent for Erbes Up North, request for a Conditional Use to allow a self-storage facility in the M-2 (Heavy Manufacturing) District at 2385 River’s Edge Drive, Plover, WI. Mr. Holden stated that Mark Erbes, agent for Erbes Up North, submitted a request for a Conditional Use to allow a self-storage facility in the M-2 (Heavy Manufacturing) District at 2385 River’s Edge Dr., Plover, WI. The Zoning Code allows a warehouse as a permitted use in this District but specifically lists self-storage units as a conditional use. This provides the Plan Commission and Village Board control as to where these types of facilities are located. The Pines Corporate Centre Restrictive Covenants do not prohibit this type of use. The property is north of Warner & Warner, east of a single family dwelling, and on the corner of River’s Edge Drive and River Drive. Mr. Holden proposed that the conditions and restrictions for this conditional use include: That the proposed building is used only as a self-storage facility unless otherwise approved by the Village of Plover Plan Commission; that no outside storage is allowed; that the required green space is provided with adequate screening, and that the Plan Commission approves the site plan for this property. Subject to the Public Hearing, Mr. Holden recommends that the Plan Commission recommend to the Village Board approval of the Conditional Use to allow a self-storage facility in the M-2 (Heavy Manufacturing) District at 2385 River’s Edge Dr. subject to the following Conditions and Restrictions:
 1. That the proposed building is used only as a self-storage facility unless otherwise approved by the Village of Plover Plan Commission;
 2. That no outside storage is allowed;
 3. That the required green space is provided with adequate screening, and
 4. That the Plan Commission approves the site plan for this property.

*****RECOMMENDATION TO THE VILLAGE BOARD** Mr. Freund moved that the Plan Commission recommend to the Village Board approval of the Conditional Use to allow a self-storage facility in the M-2 (Heavy Manufacturing) District at 2385 River's Edge Drive subject to conditions and restrictions 1-4 noted above being met. Mr. Tessmann seconded and the motion carried.**

11. Site Plan Review – Erbes Up North – Self-storage unit – 2385 River's Edge Drive. Mr. Holden stated that Erbes Up North has submitted a Site Plan for a self-storage unit at 2385 River's Edge Dr. The Site Plan approval is subject to the Conditional Use approval by the Village Board. The Site Plan shows a 30-foot strip of green space on the north and west side of the property as required by the covenants. The green space has some existing trees but additional trees will need to be added to create an adequate screen from the residential property. The driveways will require curbed radii per Village specs. In addition, culverts will be required under the driveways to maintain drainage in the r-o-w area and the swale should be increased. The maintenance and cleaning of the culverts are to be the responsibility of the owner. The plan shows asphalt parking lot in the front and crushed concrete in the rear. Municipal Zoning Code Section 550-41 Off-Street Parking Requirements E.(2) requires that an off-street parking space for more than two vehicles be adequately graded, surfaced and maintained to provide a durable and dustless surface. The Restrictive Covenants' specifically requires the following: "*Off-Street Parking Lots - Paving of parking lots are required. All parking areas shall be paved with either asphalt or concrete surfacing. Paving shall be completed within 6 months of occupancy.*" The elevations show that accent colored wainscoting being provided as an accent material. The Zoning Code requires a minimum of 20% of the wall area facing a street to be accent material. The Restrictive Covenants' require the following: "*Architectural and Design Controls - For the uses described in these restrictive covenants, the street façade, exclusive of windows and doors, shall be a minimum of 30% covered with a masonry-like decorative material such as stucco, decorative concrete block (fluted, split-face block, or other – common or standard concrete block is not acceptable), brick, or other masonry materials. Other materials in combination with decorative masonry may be considered. Metal siding is not acceptable on more than 70% of the street façade. Metal siding is acceptable for the sides and the rear façade of the facility.*" The accent material will need to comply with the Covenants. The building can only be used only as a self-storage facility unless otherwise approved by the Village of Plover Plan Commission. No outside storage is permitted. Mr. Holden recommends that the Plan Commission approve the site plan for a self-storage unit at 2385 River's Edge Drive subject to the following:
1. That the Conditional Use for a self-storage facility is approved by the Village Board;
 2. That the building can only be used only as a self-storage facility unless otherwise approved by the Village of Plover Plan Commission;
 3. That no outside storage is permitted;
 4. That additional trees will need to be added to create an adequate screen from the residential properties;
 5. That the driveways will require curbed radii per Village specs, culverts will be required under the driveways to maintain drainage in the r-o-w area, and the swale shall be increased;
 6. That all parking areas shall be paved with either asphalt or concrete surfacing and the paving shall be completed within 6 months of occupancy; and
 7. The street façade, exclusive of windows and doors, shall be a minimum of 30% covered with a masonry-like decorative material such as stucco, decorative concrete block (fluted, split-face block, or other – common or standard concrete block is not acceptable), brick, or other masonry materials. Other materials in combination with decorative masonry may be considered. Metal siding is not acceptable on more than 70% of the street facade. Metal siding is acceptable for the side and the rear façade of the facility.

Mr. Wolf asked if the ends of the building will have accent materials. Mr. Erbes stated that cultured stone will go around the building with the north and south side having wainscoting. Rick Rossier, 1231

River Drive, asked if sewer and water would be required. Mr. Davies stated no. Mr. Rossier, asked about property taxes and outside storage. Mr. Davies stated that our assessor will assess after the building is finished and no outside storage will be allowed. Mr. Mahoney stated that this parcel is zoned M-2 (Heavy Manufacturing) and this zoning will not be changed. He stated that staff feels this is the best scenario for this location. Mr. Wanserski asked who enforces no outside storage or requirement of watering. Mr. Mahoney stated that restrictive covenants will have to stipulate within the covenants what is required. The Village of Plover cannot dictate watering.

Mr. Freund moved that the Plan Commission approve the Site Plan for a self-storage unit at 2385 River's Edge Drive subject to conditions 1-7 noted above being met with the decorative material being approved by the Community Development Manager. Mr. Rossier seconded and the motion carried.

12. Comprehensive Plan Discussion continued. Jeff Schuler, Portage County Planning & Zoning, was absent therefore Mr. Mahoney provided updates to the plan. Mr. Mahoney stated that the Water Department had completed a Water Supply and Treatment Systems Master Plan not long ago. Due to well casing repairs, out of date parts, and new technology and the impacts with high-capacity wells prompted Village staff to review the plan.

Mr. Mahoney addressed the Fire Protection area page 51 stating that the EMS Oversight Committee is looking at an ambulance within the Village 24/7. He stated that response time for 17,000 residents are improved 4 minutes by having ambulance service within the Village.

Page 50 Code RED no longer exists and language to be replaced with Blackboard.

Top paragraph page 52 Mr. Mahoney stated that with the replacement of one of our building inspectors it was the right time to put the inspection department under the fire department so as to combine fire and building inspections together and to allow coverage for emergency calls by the inspection department.

Page 54 Library – question if the present location is the right place for the library since there is no elevator. Need to be addressed in the future.

Group will break at School Facilities. Mr. Mahoney to get any concerns addressed over to Mr. Schuler for language.

13. Mr. Wolf moved to adjourn the meeting at 6:22pm. Mr. Tessmann seconded and the motion carried.

Submitted by Bonnie Wiczek