

**VILLAGE OF PLOVER
PLAN COMMISSION
September 6, 2016
5:30 PM**

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

Members Excused: Al Haga, Royce Rossier

Others Present: Richard Holden, Dan Mahoney

1. Mr. Davies called the Plan Commission to order on Tuesday, September 6, 2016, 5:30pm.
2. Approval of the minutes of the meeting of August 15, 2016.

Ms. Galle-Teske moved to approve the minutes of August 15, 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. Final Plat – Village Wood Pointe, 1st Addition subdivision. Mr. Holden stated that Village Wood Pointe, LLC (William Bayba & Joseph Stuczyski, owners) has submitted the Final Plat for Village Wood Pointe, 1st Addition Subdivision for review. This final plat is consistent with approved preliminary plat. It generally complies with our subdivision requirements. It is a single-family development. Water main, sewer main and street plans will need to be approved by various committees and the Village Board. The final Plat needs to be submitted to the Wisconsin Department of Administration for approval prior to the Village signing the Plat. The Plat shall be subject to all the required improvements as provided in Chapter 545 Subdivision of Land and subject to the submittal of built plans to the GIS Department for the Village record of the project.

Mr. Holden recommends that the Plan Commission recommend to the Village Board approval of the Final Plat of Village Wood Pointe 1st Addition Subdivision subject to the following:

- 1) Wisconsin Department of Administration approval prior to the Village signing the Plat;
- 2) Water and sewer plans approved by the Utility Committee and Village Board;
- 3) Street plans approved by the Public Works Committee and the Village Board;
- 4) The Plat shall be subject to all the required improvements as provided in Chapter 545 Subdivision of Land; and
- 5) That a signed copy of the Plat and as built plants submitted to the GIS Department for the Village record of the project.

*****RECOMMENDATION TO THE VILLAGE BOARD*** Mr. Freund moved that the Plan Commission recommend to the Village Board approval of the Final Plat of Village Wood Pointe 1st Addition Subdivision subject to conditions 1-5 noted above being met. Ms. Galle-Teske seconded and the motion carried.**

5. Certified Survey Map – Portage County – Pleasant Drive (O-so Brewing). Mr. Holden stated that Don Buza, Professional Land Surveyor, has submitted a Certified Survey Map (CSM) on behalf of the Portage County Planning & Zoning Department for a 1 Lot survey north of Pleasant Drive and east of WI I-29. This property is in the Planned Development District M-3 (Former Tree Acre Area). The CSM is needed to complete the sale of the property to O-so Brewing for development. Based on information provided to the Village the proposed use will be consistent with the uses allowed in the zoning district. The CSM shows the dedication of half of Pleasant Drive adjacent to the property. Pleasant Drive was a Town of Plover road by general description when the property was annexed into the Village and when we have the opportunity we requested that the streets be officially dedicated to the Village. The CSM is subject to a \$25 review fee. The CSM complies with the Minor Subdivision requirements of Municipal Code Chapter 545.

Mr. Holden recommends that the Plan Commission recommend to the Village Board approval of the Portage County Certified Survey Map – Pleasant Drive subject to the submittal of the \$25 review fee.

*****RECOMMENDATION TO THE VILLAGE BOARD*** Mr. Wolf moved that the Plan Commission recommend to the Village Board approval of the Portage County Certified Survey Map – Pleasant Drive subject to the submittal of the \$25 review fee. Mr. Freund seconded and the motion carried.**

6. Certified Survey Map – Donald Witkowski – Porter Road & Airline Road (2111 Porter Road). Mr. Holden stated that Adam Schraeder, Professional Land Surveyor, has submitted a 4 Lot CSM on behalf of Donald Witkowski for property between Porter Road and Airline Road. The property is zoned R-2 Single Family District. The proposed lots meet the size requirements for this zoning district. The existing house is located on Lot 4. Lots 2 & 3 have water and sewer laterals provided to the property line. Lot 1 has a water lateral that we believe is connected to the existing house on Lot 4 and no sewer lateral. Lot 4 has a sewer lateral that is connected to the existing house but does not have a water lateral directly in front of the property. The developer shall be responsible at his cost to provide the required sewer and/or water laterals to Lots 1 & 4. When Lots 1, 2 & 3 are developed they shall be subject to the Water, Sewer and Park Impact Fees applicable at the time with the issuance of a building permit.

Mr. Holden recommends that the Plan Commission recommend to the Village Board approval of the Donald Witkowski Certified Survey Map – Porter Road & Airline Road subject to the following:

- 1) That the developer shall be responsible at his cost to provide the required sewer and/or water laterals to Lots 1 & 4; and
- 2) That when Lots 1,2 & 3 are developed they shall be subject to the Water, Sewer and Park Impact Fees applicable at the time with the issuance of a building permit.

*****RECOMMENDATION TO THE VILLAGE BOARD*** Mr. Freund moved that the Plan Commission recommend to the Village Board approval of the Donald Witkowski Certified Survey Map – Porter Road & Airline Road subject to conditions 1 & 2 noted above being met. Mr. Wolf seconded and the motion carried.**

7. Certified Survey Map – Plover Properties – 3510/3600 Post Road. Mr. Holden stated that Donald Schmoll, Professional Land Surveyor, has submitted a 2 Lot CSM on behalf of Mark Reinders of Plover Properties, LLC located at 3510/3600 Post Road. The intent of the split is for the potential redevelopment of Lot 2. The owner has already provided an agreement for the shared driveway and an easement for the utilities for each property. The property is zoned M-1 Light manufacturing. The CSM complies with the Minor Subdivision requirements of Municipal Code Chapter 545 Subdivision of Land.

Mr. Holden recommends that the Plan Commission recommend to the Village Board approval of the Plover Properties LLC Certified Survey Map for property located at 3510/3600 Post Road.

Mr. Wolf asked if there is a condition to improve existing vacant building at 3600 Post Road. Mr. Mahoney suggested that the motion state that upon sale, the parcel would be available to redevelopment.

*****RECOMMENDATION TO THE VILLAGE BOARD*** Ms. Galle-Teske moved that the Plan Commission recommend to the Village Board approval of the Plover Properties LLC Certified Survey Map for property located at 3510/3600 Post Road. Mr. Freund seconded and the motion carried.**

8. Sign Variance – Family Video – 1841 Post Road. Mr. Holden stated that Family Video has submitted a request for a Sign Setback Variance for the property located at 1841 Post Road. The DOT purchased property for the reconstruction of BUS 51 (Post Road) which required the freestanding sign to be removed. The request is to install the original freestanding pylon sign with the leading edge of the sign 6” from the new property line. The Sign Code would require the front edge of the sign to be 10’ from the property line which put the sign base into the parking area which has already been reduced by the property that the Dot acquired. The Plan Commission has already approved a number of sign variance setbacks along Post Road due to the reconstruction project. Mr. Holden stated that the request is reasonable based on the circumstances.

Mr. Holden recommends that the Plan Commission approve the Sign Variance for Family Video as submitted.

Mr. Tessmann asked if there is room on the bottom of the sign for the vacant building to the south allowing them room for advertising. Mr. Holden stated that the sign will be 65 sq. ft. and can go to 100 sq. ft. so yes they could add another business on the bottom of the sign.

Ms. Galle-Teske moved that the Plan Commission approve the Sign Variance for Family Video, 1841 Post Road. Mr. Freund seconded and the motion carried.

9. Sign Variance – Papa Murphy’s – 1813 Park Drive. Mr. Holden stated that Papa Murphy’s to be located in Village Park at Plover development at 1813 Park Drive has requested a Sign Variance request to allow signage on three walls. The Sign Code allows signage on two walls with up to 100 square feet of signage on each wall. The Plan Commission in the past has approved wall signage variances on three walls when the total amount of signage is less than what would have been allowed on two walls. They are proposing 54.75 sq. ft. on the front, 30.81 sq. ft. on the side, and 30.81 sq. ft. on the rear of the building for a total of 116.37 sq. ft. Mr. Holden feels that this is a reasonable request.

Mr. Holden recommends that the Plan Commission approve the Sign Variance request for Papa Murphy’s, 1813 Park Drive, to allow wall signage on three walls with the total signage not to exceed 120 sq. ft.

Mr. Freund moved that the Plan Commission approve the Sign Variance request for Papa Murphy’s, 1813 Park Drive, to allow wall signage on three walls with the total signage not to exceed 120 sq. ft. Ms. Galle-Teske seconded and the motion carried.

10. Mr. Tessmann moved to adjourn the meeting at 5:45pm. Mr. Freund seconded and the motion carried.