

Approved 2-21-18

**PLAN COMMISSION MEETING  
WEDNESDAY, JANUARY 17, 2018  
5:30 p.m.  
TOWN HALL  
W2004 COUNTY RD S**

**1. CALL TO ORDER, ROLL CALL, PLEDGE**

Meeting called to order at 5:30 p.m. Members present: Chairman Tim Maass, Commissioners Mark Dollevoet, Henry McKenna, Chris Evers, Ron Mashlan and PamLaPlant.  
Pledge recited.

**2. VERIFICATION OF POSTING & ADOPT AGENDA**

Meeting posted on the 2 Boards at the Freedom Town Hall and on the Town website on the 15th day of January, 2018 at 4:00 p.m. by the Clerk's Office.

***Motion by Comm. LaPlant with second by Comm. McKenna to approve agenda as posted.  
6 Yes 0 No MC***

**3. CONSIDERATION OF MINUTES FOR DECEMBER, 2017**

***Motion by Comm. Evers with second by Comm. Dollevoet to approve the minutes of December 2017 meeting. 6 Yes 0 No MC***

**4. CONSIDERATION OF REVISED SITE PLAN FOR C&M PROPERTIES – TID #1**

***Motion by Comm. McKenna with second by Comm. Mashlan to approve the Revised Site Plan for C&M Properties changing the plan to 6 - 2 unit condominiums with conditions as listed in Engineer's Report dated January 15, 2018 and No parking in hammerhead turnarounds.  
6 Yes 0 No MC (see attached)***

**5. SANITARY DISTRICT REPORT**

Comm. Evers reported on progress on TID #2 engineering where they plan to begin work in March and hopefully finish up in June.

**6. ADJOURN**

***Motion by Comm. Dollevoet with second by Comm. LaPlant to adjourn at 5:45 p.m.***

Barbara M. Seegers, Clerk

There may be a quorum of Town Board members present at this meeting. No Town Board business will be transacted during this meeting

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**TO:** Freedom Plan Commission  
**CC:** Aaron J. Breitenfeldt (abreitenfeldt@releeinc.com)  
**FROM:** Steve Brueggeman, PE  
**SUBJECT:** Site Plan Review – Chad & Mark Properties, LLC  
REVISED Proposed Condominium Development (Phase I) – CTH E  
**DATE:** January 15, 2018

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**Application No.:** SP6-01-17-15

**Applicant:** Aaron Breitenfeldt on behalf of Chad & Mark Properties LLC

**Background Information:** The applicant has revised the condominium layout and design and is resubmitting to the town for approval. The applicant is proposing to construct six two-unit condominiums on Lot 4 of CSM #7454. The applicant previously proposed and had approved, six two four unit and one two-unit condominiums. The six condominium buildings being proposed are the first phase of a larger planned development by Chad & Mark Properties. The property is currently zoned Multi-Family Residential (RMF).

Based on the dimensions provided, the proposed building and building addition area including all drives and parking area will have a net lot coverage of 38%.

The primary land use for the adjacent properties include medium density residential to the east, and general agricultural to the north, west and south.

**Applicable Ordinances:** The improvement of land in the Town of Freedom is governed by the Town's Site Plan Ordinance (Chapter 26) as well as Storm water and Erosion Control Ordinances (Chapters 24

and 25), the Outagamie County Zoning Ordinance (Chapter 54), Outagamie and Town of Freedom Site Plan Ordinances, and Wisconsin Administrative Code, whichever is most restrictive.

**Staff Findings:**

1. A Town of Freedom Site Application was submitted to the Town with the appropriate review fees. The previous project site plan was approved in October 2017.
2. The proposed land uses are consistent with the Future Land Use Plan in the Comprehensive Plan. A comprehensive plan amendment was previously approved by the town to allow the change in future and use.
3. The proposed site is within the Freedom Sanitary District Sewer and Water Service area.
4. The current zoning of the parcel in Residential Multi-Family (RMF).
5. A landscape plan was included in the revised site plan submitted for review. All proposed landscaping meets the requirements of Section 26.308 of the Town's Site Plan Ordinance for multifamily residential buildings.
6. The proposed building locations complies with required setbacks on all sides.
7. Partial architectural plans were submitted for review. The Architectural exterior building materials need to be identified along with color that meet the requirements of Chapter 26, Town's Site Plan Ordinance.
8. Applicant shall coordinate location of Knox Box with Town of Freedom Fire Department.
9. An external lighting plan (cut sheets) was not submitted for review.
10. An NOI Storm Water Discharge Permit is required by the WDNR if disturbing one acre or more.
11. Vehicular access to the proposed building site will be from Villa Way.
12. A regional storm water management report and facility was previously completed and approved for the area.
13. The Freedom Sanitary District will be designing, bidding out, and constructing all proposed water main looping and sanitary sewer main extensions. The applicant must coordinate with the Sanitary District regarding all sewer and water main laterals and connections.
14. The Freedom Sanitary District will also be reviewing these plans and may provide additional review comments for sewer and water main related issues.
15. The following are staff review comments of the site plan:

Sheet 1 – Cover Sheet

No comments

Sheet 2 – Existing Site Conditions

No Comments

Sheet 3 – Site Plan

- 1) Need to provide appropriately sized cul-de-sac or hammer head turn around at south end of drive to accommodate a fire truck. You may need to shift the easterly buildings north to provide enough room for this.

Sheet 4 – Utility Plan

No comments

Sheet 5 – Grading & Erosion Control Plan

No comments

Sheet 6 – Miscellaneous Details

No comments

Sheet 7 – Miscellaneous Details

No comments

Sheet 8 – Erosion Control/Miscellaneous Details

No comments

Sheet 9 – Erosion Control Details

No comments

Sheets 10 through 12 – Building Plans

- 1) Provide type and color of exterior building materials to be used.

**Plan Commission Direction:** The Plan Commission has the ability to approve, table, or deny the Site Plan. It also has the ability to attach conditions to the approval of a plan.

**Staff Recommendation:** Based on the findings presented, we recommend that approval be approved with the following conditions and issues being completed and satisfactorily addressed:

1. Town approval of proposed architectural plans. Partial preliminary architectural plans were submitted for review but did not include exterior building materials type and color. Architectural plans must include proposed exterior building materials that meet the requirements of Chapter 26, Town's Site Plan Ordinance.
2. Applicant shall coordinate location of Knox Box with Town of Freedom Fire Department.
3. Copy of WDNR approved NOI Permit. An NOI Storm Water Discharge Permit is required by the WDNR if disturbing one acre or more.
4. The Freedom Sanitary District will be designing, bidding out, and constructing all proposed water main looping and sanitary sewer main extensions. The applicant must coordinate with the Sanitary District regarding all sewer and water main laterals and connections.
5. The following are staff review comments of the site plan:

Sheet 1 – Cover Sheet

No comments

Sheet 2 – Existing Site Conditions

No Comments

Sheet 3 – Site Plan

- 1) Need to provide appropriately sized cul-de-sac or hammer head turn around at south end of drive to accommodate a fire truck. You may need to shift the easterly buildings north to provide enough room for this.

Sheet 4 – Utility Plan

No comments

Sheet 5 – Grading & Erosion Control Plan

No comments

Sheet 6 – Miscellaneous Details

No comments

Sheet 7 – Miscellaneous Details

No comments

Sheet 8 – Erosion Control/Miscellaneous Details

No comments

Sheet 9 – Erosion Control Details

No comments

Sheets 10 through 12 – Building Plans

- 1) Provide type and color of exterior building materials to be used.