

Approved 6/17/2020
PLAN COMMISSION MEETING
WEDNESDAY, MAY 20, 2020
5:30 p.m.
TOWN HALL, W2004 COUNTY RD S

The meeting was held virtually through Zoom.

1. CALL TO ORDER, ROLL CALL, PLEDGE

Meeting called to order by Chairman Brandon Conrad at 5:32p.m. Commissioners present: Dan Reinke, Chris Evers, Henry McKenna, Darin Tiedt and Mark Dollevoet. Ron Mashlan arrived late. Also present: Clerk/Treasurer Colleen Laha, Deputy Clerk/Treasurer Michelle Evers, Cedar Corp Ken Jaworski and Cedar Corp Jeff Kussow. Pledge recited.

2. VERIFICATION OF POSTING & ADOPT AGENDA

Posted on the 2 Boards at the Freedom Town Hall and on the Town website on the 18th day of May, 2020 at 11:30a.m. by the Clerk's Office. Also posted at: Dairyland Depot, Freedom Mini Mart and YETI, LLC.

Motion by Comm. Reinke with second by Comm. Evers to approve the agenda as posted.

6 Yes 0 No MC

3. CONSIDERATION OF MINUTES FOR 5/6/2020 MEETING

Motion by Comm. Evers with second by Comm. Dollevoet to approve the minutes of the May 6 meeting.

6 Yes 0 No MC

4. CONSIDERATION OF SITE PLAN APPLICATION FOR AUTO REPAIR SHOP; JASON VAN HANDEL (VAN HANDEL AUTO BODY); W2965 GREINER ROAD (PIN 090-0866-00)

Ron Mashlan joined the virtual meeting at 5:42p.m.

Motion by Comm. Evers with second by Comm. Reinke to recommend to the Town Board approval of the Site Plan application for Jason Van Handel (Van Handel Auto Body) with the following conditions:

1. The project shall comply with all applicable local, state, and federal codes/ordinance.
2. There shall be no structure(s) or planting(s) greater than three (3) feet in height within the vision corners of the driveway and public road intersections (i.e., CTH S & Vine Rd.) as required by Section 26.303(7) of the Town of Freedom Site Plan Ordinance.
3. All off-street parking spaces shall have individual spaces marked.
4. The applicant shall obtain a Town of Freedom Erosion Control and Stormwater Management Permit from the Town prior to commencing construction. The project shall comply with all applicable requirements of Chapter 24 and Chapter 25 of the Town of Freedom Municipal Code.
5. The building shall be served by a private on-site wastewater treatment system (POWTS) in compliance with Wisconsin Department of Safety & Professional Services and Outagamie County requirements.
6. The building shall be served by a private well in compliance with Wisconsin Department of Natural Resources requirements.
7. Any signage shall be in compliance with Outagamie County Zoning Ordinance requirements.
8. Any equipment or materials stored outdoors shall be visually screened from all streets and adjoining properties with a suitable fence, vegetation, berm, or combination thereof. Screening shall be attractive in appearance and in keeping with the architectural quality of the main structure. Said storage shall be limited to behind the front line of the building on the property, and within the building setback lines.
9. The building/development shall be in compliance with Chapter 3 – Fire Protection of the Freedom Municipal Code to the satisfaction of the Freedom Fire Department Chief.

10. Any substantial changes or additions to the site plan and/or building plans must be reviewed and approved by the Plan Commission and Town Board in accordance with the requirements of the Town of Freedom Site Plan Ordinance. Determination of whether a change or addition is substantial shall be at the discretion of the Town Engineer and/or Town Planner.
11. The stone veneer on the front side of the building, in the location of the lobby, shall be extended to the bottom of the proposed canopy (if constructed) or to above the door/windows. The stone veneer or a two-tone steel exterior material to match the stone veneer as proposed shall be installed along the north and south sides of the building.

7 Yes 0 No MC

5. DISCUSSION ON TOWN ORDINANCE UPDATE(S)/AMENDMENT(S)

A. LOT ACCESS REQUIREMENT AND "FLAG LOT" PROHIBITION OF SECTION 18.606, TOWN OF FREEDOM SUBDIVISION ORDINANCE

Discussion was held and the Plan Commission decided to not pursue any ordinance amendments at this time. Any future amendments to this section should be coordinated with Outagamie County ordinance amendments.

B. SUBDIVISION ORDINANCE JURISDICTION/APPLICABILITY PER SECTION 18.106, TOWN OF FREEDOM SUBDIVISION ORDINANCE

Jeff Kussow and Ken Jaworski gave an update on the subdivision ordinance and its jurisdiction/applicability to combination Certified Survey Maps. Discussion was held and the Plan Commission directed staff to consult with the Town attorney to develop options that would exempt certain combination Certified Survey Map reviews from Plan Commission and Town Board review/approval.

6. OTHER PROJECT UPDATES/TIMELINES

A. BELGIOIOSO CHEESE INC. CHEESE PLANT

The Certified Survey Map will be reviewed at the May 27th Town Board meeting. The Developers Agreement is currently being drafted by the Town Attorney. The final utility plan needs to be submitted by the applicant for review and approval by the Freedom Sanitary District.

B. KUSKE PROPERTIES, LLC/MADDEN MACHINE CORP. CERTIFIED SURVEY MAP & SITE PLAN APPLICATION

These items will be placed on the June 17th Plan Commission meeting agenda.

C. OTHERS

Jeff Kussow explained there is a resident requesting a Special Plan Commission meeting for a Conditional Use Permit application. Discussion was held and the Plan Commission decided to not hold a special meeting. The next Plan Commission meeting will be scheduled for June 17th and this Conditional Use Permit application will be on the June 17th agenda.

7. BUILDING PERMITS - Building Permits were reviewed.

8. SANITARY DISTRICT REPORT - Comm. Evers gave an update.

9. FUTURE MEETING SCHEDULE

Next Plan Commission meeting will be June 17. Darin Tiedt suggested a discussion regarding planning future industrial lots within the Town be placed on the next agenda.

10. ADJOURN

Motion by Comm. Tiedt with second by Comm. Dollevoet to adjourn at 7:20p.m. 7 Yes 0 No MC