

VILLAGE OF PLOVER
PLAN COMMISSION
JULY 10, 2023
5:30 p.m.

Plan Members Present: Gary Wolf, Josh Winter, Sherri Galle-Teske, Steve Worzella, Jackie Denny, Chris Shulfer, Al Tessmann

Others Present: Steve Kunst, Adam DeKleyn, Julia Mann, Roy Hopfensperger, Scott Klemm, Dominique Swangstu

1. Gary Wolf called the meeting to order at 5:30 p.m.
2. Mr. Worzella motioned and Ms. Denny seconded to approve the minutes of the Plan Commission meeting of May 15, 2023 as printed. Motion carried.
3. There were no persons wishing to address the Commission.
4. **5:30 p.m. - Go to Public Hearing – Dennis J. Zblewski request to rezone Parcel ID 173-23-0814-05.13, 1426 Rogers Dr. from R-4 (Single- and Two-Family Residential District) to M-1 (Light Manufacturing District)**

Ms. Karnitz read the Public Hearing Notice. Mr. DeKleyn reviewed the request to rezone the property at 1426 Rogers Dr. to allow for a proposed expansion of the existing self-storage facility. Staff recommends approval of the request.

Mr. Tessmann motioned and Mr. Shulfer seconded to close the public hearing. Motion carried.

5. **Reconvene for possible discussion and possible consideration of the Dennis J. Zblewski request to rezone Parcel ID 173-23-0814-05.13, 1426 Rogers Dr. from R-4 (Single- and Two-Family Residential District) to M-1 (Light Manufacturing District)**

Staff recommends approval of the rezone request.

RECOMMENDATION TO VILLAGE BOARD Mr. Tessman motioned and Mr. Winter seconded to recommend approval of the **Dennis J. Zblewski request to rezone Parcel ID 173-23-0814-05.13, 1426 Rogers Dr. from R-4 (Single- and Two-Family Residential District) to M-1 (Light Manufacturing District)**

6. **5:35 p.m. – Go to Public Hearing – Dennis J Zblewski, request for a Conditional Use for a proposed self-storage building for Parcel ID 173-23-0814-05.13, 1426 Rogers Dr. and Parcel ID 173-23-0814-05.34- Rogers Dr.**

Ms. Karnitz read the Public Hearing Notice. Mr. DeKleyn reviewed the request for a Conditional Use Permit (CUP) to allow for the phased construction of self-storage units as proposed for Parcel ID 173-23-0814-05.13, 1426 Rogers Dr. and Parcel ID 173-23-0814-05.34- Rogers Dr.

Staff recommends approval conditioned on the following:

- Formal site plan approval for Phase 1.
- Formal site plan approval for Phase 2 at a later date.
- Conformance with all other applicable ordinances, regulations and standards.

Ms. Galle-Teske motioned and Mr. Worzella seconded to close the public hearing. Motion carried.

7. Reconvene for possible discussion and possible consideration of Dennis J Zblewski, request for a Conditional Use for a proposed self-storage building for Parcel ID 173-23-0814-05.13, 1426 Rogers Dr. and Parcel ID 173-23-0814-05.34 – Rogers Dr.

Staff recommends approval conditioned on formal Site Plan Review approval.

RECOMMENDATION TO VILLAGE BOARDMr. Tessman motioned, Mr. Winter seconded to recommend approval of the **Dennis J Zblewski, request for a Conditional Use for a proposed self-storage building for Parcel ID 173-23-0814-05.13, 1426 Rogers Dr. and Parcel ID 173-23-0814-05.34- Rogers Dr.**

8. Site Plan Review – Zblewski Storage Units at 1426 Rogers Dr.

Mr. DeKleyn reviewed the request for proposed self-storage building of the Zblewski Storage Units. Ms. Galle-Teske inquires if the proposed property is required to have garbage dumpsters. Mr. DeKleyn responds there is no requirement on existing village ordinances. Staff recommends approval conditioned on the following:

- Parcel 173230814-05.13 shall be combined with parcel 173230814-05.29 by Certified Survey Map (CSM).
- Driveway shall not exceed 30' in width at the front property line. Driveway is required to have 36" sloped concrete curb radii with 4' offset will be installed on driveway with 20' asphalt tappers to match back into Roger's Drive.
- A minimum of 20% of the finished front wall surface, excluding windows and doors, shall be constructed of brick, stone, stucco, wood or other appropriate accent material.
- Exterior lighting shall be so arranged as to reflect the light away from adjacent residential properties. Total cut-off luminaries with angles of less than ninety (90) degrees shall be required to ensure no fugitive up lighting occurs.
- All stormwater shall be managed onsite and all proper erosion control measures need to be installed and maintained.
- Approved building permits/plans.
- Conformance with all other applicable ordinances, regulations and standards.

Mr. Tessmann motioned and Mr. Shulfer seconded to approve the request for Site Plan Review – Zblewski Storage Units – 1426 Rogers Dr. with staff's recommended conditions. Motion carried.

9. Site Plan Review – Porter Road Twin Home Development

Mr. DeKleyn reviewed the request for proposed two-family residential development at 5572 Porter Dr. by LBT Properties, LLC. Mr. DeKleyn reports the stormwater plan is in preparations and will require future Village site review and approval. Mr. Wolf inquires on how the homes will be required to dispose of garbage/yard waste. Mr. DeKleyn responds there are no details as of yet, however, there has been some suggestion of possible shared dumpsters. Mr. Winter inquires on snow plowing responsibilities. Mr. DeKleyn responds the Village will be responsible for clearing snow on the public road while the responsibility of driveways is yet to be ascertained. There has

been suggestion of a possible homeowner's association to address this concern. Staff recommends approval conditioned on the following:

- Review and approval of a stormwater management plan, road plan, utility plan, sewer/water plan, and any other applicable plans by the Village.
- Approval of a developer's agreement.
- Review and approval of any future plats, CSMs, or other land divisions for the site.
- A minimum of 20% of the finished front wall surface, excluding windows and doors, shall be constructed of brick, stone, stucco, wood or other appropriate accent material.
- Landscaping: All yards shall be sodded or seeded on black dirt. Yard sprinkler system must be provided and green space maintained. Trees shall be a minimum of 1 1/2 inches in diameter and shrubs shall be a minimum of two years old.
- Shared private driveways are required to have 36" sloped concrete curb radii with 4' offset installed on driveway with 20' tappers to match back into the public road.
- A street light shall be installed at the intersections of Porter and the proposed new street.
- Every two-family dwelling is required to be within 300' of a fire hydrant.
- Approved building plans/permits prior to construction.
- Conformance with all established PDD (R-4) conditions and restrictions.
- Conformance with all other applicable requirements, ordinances, regulations and standards.

Mr. Tessmann motioned and Mr. Worzella seconded to approve the request for Site Plan Review – Porter Road Twin Home Development. with staff's recommended conditions. Motion carried.

10. Site Plan Review – Van Dreel Plumbing and Heating Building Addition - 1400 Okray Ave.

Mr. DeKleyn reviewed the request for the proposed building addition at 1400 Okray Ave by Van Dreel Plumbing and Heating to provide additional storage and parking for the business. Staff recommends approval conditioned on the following:

- A minimum of 20% of the finished front wall surface (of addition), excluding windows and doors, shall be constructed of brick, stone, stucco, wood or other appropriate accent material. Façade/accent requirements may be located on the front of the existing building.
- Minimum Building Setbacks: 10' side-yard, 30' front-yard and rear-yard setback consistent with the existing building.
- Landscaping: (3) three new trees shall be planted onsite, along with foundation plantings in front of the existing building.
- Driveway shall not exceed 30' in width at the front property line. Driveway is required to have 36" sloped concrete curb radii with 4' offset installed on driveway with 20' tappers to match back into Okray Avenue.
- Parking areas in the grass are prohibited.
- Stormwater and Erosion Control: Stormwater shall be managed onsite. Existing drainage swales and stormwater management areas shall be maintained. All proper erosion control measures shall be installed and maintained.
- Exterior lighting shall be so arranged as to reflect the light away from adjacent residential properties. Total cut-off luminaries with angles of less than ninety (90) degrees shall be required to ensure no fugitive up lighting occurs.
- Any new signage requires a permit/approval.
- Approved building permits/plans.
- Conformance with all other applicable ordinances, regulations and standards.

Ms. Teske-Galle motioned and Ms. Denny seconded to approve the request for Site Plan Review – Van Dreel Plumbing and Heating Building Addition - 1400 Okray Ave. with staff's recommended conditions.

11. Woyak and Easlan-Weslan Park Improvements – PWYA Pavilion and Site Plan Review

Mr. Swangstu reviewed the request to make park improvements in Woyak and Easlon-Weslon Parks including a new pavilion, batting cage improvements, etc. Mr. Shulfer inquires on the width of the new gate to ensure emergency vehicles are able to obtain access to the field. Mr. Hopfensperger confirms the emergency access into the park will remain as it is now with 12' from the new structure to the fence. Staff recommends approval with the following conditions:

- The proposed dumpster enclosure location should be finalized once the easement and access information are confirmed and agreed upon with the mobile tower company (at 2403 Cedar Drive) to ensure there are no conflicts.
- Prior to the installation or start of construction on the improvements onsite, all permits and Village approvals shall be granted.
- The Plan Commission should approve the site plan conditioned on approval by the Parks Development Committee.

12. Mr. Tessmann motioned and Ms. Teske-Galle seconded to approve the request for Woyak and Easlan-Weslan Park Improvements – PWYA Pavilion and Site Plan Review. with staff's recommended conditions. Motion carried.

13. Reports

a. Community Development Manager

Mr. DeKleyn reviewed his report to include the new interactive zoning map found on the Village website along with the progress on the Springville Pond Management Plan. Mr. Swangstu has been working with Portage County on this and is now awaiting approval. Mr. DeKleyn states the Springville Pond Management Plan provides eligibility for grant opportunities for the Village.

14. Mr. Tessmann motioned and Ms. Galle-Teske seconded to adjourn at 6:10 p.m. Motion carried.

Submitted by Tracy Karnitz