

VILLAGE OF PLOVER
PLAN COMMISSION
October 16, 2023
5:30 p.m.

Plan Members Present: Gary Wolf, Jackie Denny, Sherri Galle-Teske, and Steve Worzella

Members Excused: Chris Shulfer, Josh Winter

Members Unexcused: Al Tessmann

Others Present: Steve Kunst, Julia Mann, Adam DeKleyn, Steve Fritz, Al Haga, and Scott Klemm

1. Gary Wolf called the meeting to order at 5:49 p.m.
2. Mr. Worzella motioned and Ms. Denny seconded to approve the minutes of the Plan Commission meeting of October 2, 2023 as printed. Motion carried.
3. **There were no persons wishing to address the Commission.**

Discussion with possible action on the following:

4. **Site Plan Review: DiMattia Self-Storage Units – 1301 Contractors Blvd (PIN17344C2811 and 17344C2812)**

Mr. DeKleyn reviewed the request and provided background for the proposed new self-storage facility at 1301 Contractors Blvd. The property is currently undeveloped, however was previously approved by the Village Board and Plan Commission to allow for self-storage as a permitted use. Stormwater Management and Erosion Control Plan has been submitted to the Village Engineer for review/approval. Staff recommends approval conditioned on the following:

- Final stormwater management plan review/approval by the Village Engineer.
- New CSM of site is required: PIN: 17344C2811 and 17344C2812 shall be combined into one Lot to meet Village zoning setback/lot requirements. Additionally, the existing gravel driveway access on the south end of site shall be combined with PIN: 17344C2906, the property in which it is serving.
- Exterior material colors shall be low-reflectance subtle, neutral, or earth tone colors. The use of high intensity colors is prohibited. 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.
- Culvert piping to be either galvanized steel or UV rated HDP piping with end walls.
- Inlet protection is required for storm water inlets in and near the construction area.
- Installation of a 36-inch sloped concrete curb radii with four foot off-sets from Village streets on all driveways with concrete flumes is required.
- Exterior lighting shall have full 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.
- All proper erosion control measures need to be installed and maintained.
- Approved building plans/permits prior to construction.
- All improvements onsite shall be in accordance with the approved site, civil and building plans. Any changes to the approved plans and specifications shall not be made without approval of the Community Development Department.
- Conformance with all other applicable requirements, ordinances, regulations, and standards.

Ms. Galle-Teske motioned and Ms. Denny seconded to approve the request for the Site Plan Review: DiMattia Self-Storage Units – 1301 Contractors Blvd (PIN 17344C2811 and 17344C2812). Motion carried.

5. Site Plan Review: Mullins Why, Inc – Wastewater Treatment Facility Addition – 2541 Foremost Rd (PIN 173230821:05.10)

Mr. DeKleyn reviewed the request and provided background for proposed addition to the existing wastewater treatment facility at 2541 Foremost Rd. The proposed improvements to the existing wastewater treatment facility adjacent to the plant will house new aeration blowers, as well as house transit loading operations of waste sludge. The building will have minimal visual exposure to public roads and adjacent properties. Ms. Denny inquires on the possible odor and noise disturbances in the area. Don Mullins, who is in attendance, confirms that the placement of the aerators indoors muffles noise, and the loading of waste sludge indoors will eradicate any concerns. Mr. Wolf inquires if the existing wind buffer is located along the west side of the property line. Mr. DeKleyn confirms the location of an existing 50ft wide wooded buffer/screen. Staff recommends approval conditioned on the following:

- Approved building plans/permits prior to construction.
- All improvements onsite shall be in accordance with the approved site, civil and building plans. Any changes to the approved plans and specifications shall not be made without approval of the Community Development Department.
- Future projects/improvements onsite may require further stormwater, landscaping, screening, traffic, parking, utility, noise, odor, and other site plan considerations per Section 550-39 of the Zoning Ordinance.
- Conformance with all other applicable requirements, ordinance, regulations, and standards.

Mr. Worzella made a motion, seconded by Ms. Galle-Teske to recommend approval of the Site Plan Review: Mullins Why, Inc – Wastewater Treatment Facility Addition – 2541 Foremost Rd (PIN 173230821:05.10).

6. Preliminary Plat Review: Conditional Approval of the Green Tree Crossing Subdivision Preliminary Plat – County Highway R – (Part of PIN 173230825-07.01)

Mr. DeKleyn reviewed the request and provided background noting the preliminary plat review and approval is one of the first steps in the creation and development of a new subdivision. He also reports access approval to CTH R from Portage County Highway Department has been granted. Mr. Fritz, who is in attendance, inquires on any current plans for expanding CTH R to four lanes. Mr. Kunst responds that with the planned residential growth, it should not necessitate a need for a four-lane road. Discussion ensues regarding CTH R improvements. Mr. Fritz inquires on the existence of clay sands and if testing will be done to ensure sands are clean. Dustin from Green Tree Construction confirms testing has been completed and shows clean sands. Ms. Galle-Teske inquires on access restrictions for Lots abutting CTH R and Sugar Maple Lane. Mr. DeKleyn confirms that vehicular and driveway access would be restricted to CTH R, however, lots would have driveway access to less intensive roads, mainly Silver Birch Dr.

Staff recommends conditional approval of the Green Tree Crossing Subdivision, conditioned on the following:

- Final plat approval.
- Final stormwater management and erosion control plan approval.
- Final sewer and water utility plan approval.
- Final road plan approval.
- Phased development plan approval.
- Development agreement approval.
- Zoning map amendment/rezone.
- Final street names and address approval.
- Portage County Highway Department access approval.
- Access Restrictions – Final plat shall show access restrictions for Lots abutting CTH R and Sugar Maple Lane.
- Conformance with all other applicable requirements, ordinances, regulations and standards.

*****RECOMMENDATION TO VILLAGE BOARD***Ms. Denny made a motion, seconded by Ms. Galle-Teske to recommend approval of the Preliminary Plat Review: Conditional Approval of the Green Tree Crossing Subdivision Preliminary Plat – County Highway R – (Part of PIN 173230825-07.01).**

7. Reports

a. Community Development Manager

Mr. DeKleyn reviewed his report to include the development of 43 new single-family residential dwellings to date. New and future residential developments including the proposed Arbor Haven development has completed its formal stormwater management approval process with next steps including final subdivision plat review. Mr. DeKleyn also reports that of the 8 buildings planned for Prairie View Estates apartments on Pleasant Dr., 3 buildings are now complete with residents moving in. He also notes that Wendy's Restaurant has a planned opening of November 1, 2023 and Schierl Tire has broken ground on their project, previously approved by Plan Commission. Mr. DeKleyn provides a staffing update including the 5-year anniversary of Eric Krug in Building Inspection. Ms. Galle-Teske requests to receive a written report in order to best view the trajectory of the Village in comparison to previous years. Mr. DeKleyn will plan to provide this information for future Plan Commission meetings.

- 8.** Mr. Worzella motioned and Ms. Denny seconded to adjourn at 6:25 p.m. Motion carried.

Submitted by Tracy Karnitz