

**Minutes of the Plan Commission Meeting
June 20, 2022 at 5:30 p.m.
Village Hall Board Room**

1. **Call to order:** B. McIntyre called the meeting to order at 5:30 p.m.
2. **Roll call**

Present: Plan Commission members Burt R. McIntyre, Mark Semrau, Mike Soletski, Natasha Gwidt, Randy Smith, Dan Kussow

Excused: Jamila Seaton, Ellery Gulbrand

Staff: Dave Wiese, Geoff Farr, Leigh Ann Wagner Kroening
3. **Pledge of Allegiance:** The pledge was recited by all in attendance.
4. **Approval of the agenda**

M. Soletski moved to approve the agenda. M. Semrau seconded. **The motion carried unanimously.**
5. **Approval of the May 16, 2022 meeting minutes**

N. Gwidt moved to approve the minutes of the May 16, 2022 Plan Commission meeting. R. Smith seconded. **The motion carried unanimously.**
6. **5:30 p.m. Public Hearing to consider a request from Paula Brandini for Conditional Use approval to allow for vehicle sales, service, and storage at 1754 Memorial Drive, VH-747-M-13**

D. Wiese reviewed the application for a Conditional Use. B. McIntyre opened the public hearing. Nobody spoke. B. McIntyre closed the public hearing.
7. **Action on the request for conditional use approval at 1754 Memorial Drive, VH-747-M-13**

The commission discussed the current property use and their concerns with the requested use. Steven George, the current property owner, explained his current Tool Pro business and limited RV/trailer storage service. Paula Brandini, the applicant, came forward to explain she wants to take over the existing business, add a vehicle repair service inside the garage, and include a small dealership to sell cars in the outside lot.

The commission discussed. R. Smith moved to approve the request for conditional use for vehicle sales, service, and storage at 1754 Memorial Drive with the following conditions:

 - A retail dealer's license is obtained if vehicles are sold on site.
 - Any business engaged in automotive sales or repair may retain such vehicles in the open, on private property, for a period not to exceed 30 days, after which such vehicles must be removed.
 - Parts vehicles are not allowed to be stored on site.
 - Vehicle outdoor storage shall be limited to 10 RV, campers, or trailers on the north side of the building and five units on the west side.
 - The property shall be brought up to code for automotive repair business use.
 - Proper plumbing drainage shall be installed in the garage floor to suit an automotive repair business.

The motion carried 5-1 (No: M. Soletski.)

- 8. 5:40 P.M. PUBLIC HEARING to consider a request from Steve Bieda to rezone parcel VH-231 from R-5 Rural Estate Residential, R-2 Residential Single-Family Duplex by Subdivision, and A-1 Exclusive Agriculture to R-1 Residential Single Family**

M. Soletski moved to continue the public hearing to a future Plan Commission meeting. D. Kussow seconded. **The motion to continue the public hearing carried unanimously.**

~~**9. ACTION on the request to rezone parcel VH-231 to R-1 Residential Single Family**~~

- 10. 5:50 P.M. PUBLIC HEARING to consider a request from Mach IV Engineering for Final Planned Development District approval to allow for the construction of two-story townhomes, three-story townhomes, and single-family homes on parcels VH-467, VH-474, VH-474-1, and VH-474-2**

D. Wiese reviewed the request for Final Planned Development District approval for the project, which would create a 21.8-acre multi-use development in the Village Center and along Riverview Drive that includes single-family homes and townhome-style condominiums.

B. McIntyre opened the public hearing. Vincent Wesley, 2948 Shawano Ave., said he lives next to the proposed development and came to the meeting to learn more about what it will look like. Nobody else spoke. B. McIntyre closed the public hearing.

- 11. ACTION on the request for Final Planned Development District approval for the development on parcels VH-467, VH-474, VH-474-1, and VH-474-2**

N. Gwidt moved to approve the Final PDD for the Townhomes at Howard Commons with the condition that village staff and/or their representatives will review and approve the building architecture, design, site plan, and building plans for each building. M. Soletski seconded. **The motion carried unanimously.**

- 12. Review and take action on the Final Plat of the Townhomes at Howard Commons**

N. Gwidt moved to approve the Final Plat of the Townhomes at Howard Commons with the following conditions:

1. Outlots 1, 2, 3, 4 and 7 are dedicated to the village.
2. The Outlot 5 lot line on the north end needs to shift to be adjusted with Outlot 3.
3. A CBU location needs to be included.
4. A public trail easement shall be included under Outlot 5.
5. A WPS utility and Village of Howard water and sanitary sewer easements shall be included on Outlot 6.
6. The addition of other notes and details as needed.

R. Smith seconded. The motion carried unanimously.

- 13. FUTURE AGENDA ITEMS - None**

- 14. ADJOURN THE MEETING:** M. Soletski moved to adjourn. R. Smith seconded. **The motion carried unanimously, and the meeting adjourned at 6:21 p.m.**

**Leigh Ann Wagner Kroening
Administrative Assistant**