



PLAN COMMISSION AGENDA
Tuesday, August 16, 2022 - 6:00 pm
Town Hall - 1900 W. Grand Chute Blvd.

****VIRTUAL MEETING PARTICIPATION OPTIONS****

Web Access:

<https://grandchute.my.webex.com/grandchute.my/j.php?MTID=ma00f1d95576889fa02fc616d0358ea69>

Telephone Access:

Phone Number: (408) 418-9388
Meeting Number: 126 909 3174
Password: 1900

1. Roll Call.
2. Pledge of Allegiance.
3. Approval of Agenda.
4. Approval of Minutes – August 4, 2022 meeting.
5. Public input pertaining to agenda items.
6. **Site Plan (SP-16-22)** – Request by KT Real Estate Holdings, LLC, dba Kwik Trip, 4735 W. Converters Drive, for a building addition and associated site improvements. **Action:** Approve/deny SP-16-22.
7. Adjournment.

Public Notice: Agendas are posted in the following locations: Town Hall bulletin boards & Town website www.grandchute.net
2015 Wisconsin Act 79 allows the publication of certain legal notices on an Internet site maintained by a municipality. This law allows these types of legal notices to be posted in one physical location in the jurisdiction (instead of three) if also placed on an Internet site maintained by the local government.

Special Accommodations: Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Clerk's Office at (920-832-5644) with at least 24-hour notice.

Notice of Possible Quorum: A quorum of the Town Board, Sanitary Districts, Board of Review, Community Development Authority, Licensing Committee, Parks Commission, Joint Review Board, Zoning Board of Appeals and/or Police and Fire Commission may be present at this meeting for the purpose of gathering information and possible discussion on items listed on this agenda. However, unless otherwise noted in this agenda, no official action by the Town Board, Sanitary Districts, Board of Review, Community Development Authority, Licensing Committee, Parks Commission, Joint Review Board, Zoning Board of Appeals and/or Police and Fire Commission will be taken at this meeting.

GRAND CHUTE PLAN COMMISSION MINUTES

August 4, 2022

Members Present: Chair Brad Gehring, Commissioners Ron Wolff, Julie Hidde, Pam Crosby, John Weber, Cheryl Ulrich and Mark Heling. Members Absent: none

Also Present: James March, Town Administrator; Mark Van Der Wegen, Town Engineer; Brent Braun, IT Director; Michael Patza, Community Development Director; Lindsey Kemnitz, Town Planner; Tracy Olejniczak, Administrative Assistant; other interested parties, audience= 3, sign-in sheet=3.

1. **ROLL CALL**

Chairman Gehring opened the meeting at 6:00 p.m. and roll call was taken.

2. **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF AGENDA**

Motion (Hidde/Crosby) to approve the agenda. Motion carried, all voting aye.

4. **APPROVAL OF MINUTES** – JULY 19, 2022 MEETING.

Motion (Ulrich/Heling) to approve the July 19, 2022 Plan Commission minutes. Motion carried, all voting aye.

5. COMMUNITY DEVELOPMENT DIRECTOR'S REPORT – TOWN CENTER MASTER PLAN UPDATE.

Director Patza provided an overview of the land included in the Town Center District and the vision for future development. He provided details regarding plan development including the public participation process that will include an article in the next Town newsletter, a public survey, and public workshop scheduled for November 16, 2022. The current timeline is to bring the completed Town Center Master Plan to Plan Commission and Town Board for consideration in late 2022 or early 2023.

6. PUBLIC INPUT PERTAINING TO ITEMS NOT INCLUDED IN A PUBLIC HEARING.

There was no public input.

7. **PUBLIC HEARING #1** – SPECIAL EXCEPTION PERMIT (SE-12-22) REQUESTED BY RED ROBIN GOURMET BURGERS & BREWS, 4287 W. COLLEGE AVENUE, FOR OPERATION OF A RESTAURANT/BAR INCLUDING AN OUTDOOR SERVICE/BEER GARDEN BUSINESS.

Chairman Gehring opened Public Hearing #1 at 6:03 p.m.

Ariel Delao, Principal with JP Architects, Ltd., introduced himself virtually and indicated he was available to answer any questions regarding the probably.

Chairman Gehring indicated there were no questions and no additional public input.

Motion (Hidde/Ulrich) to close Public Hearing #1 at 6:05 p.m. Motion carried, all voting aye.

8. **SPECIAL EXCEPTION PERMIT (SE-12-22)** – REQUEST BY RED ROBIN GOURMET BURGERS & BREWS, 4287 W. COLLEGE AVENUE, FOR OPERATION OF A RESTAURANT/BAR INCLUDING AN OUTDOOR SERVICE/BEER GARDEN BUSINESS.

Director Patza provided details regarding the existing site/building and previous use. He also explained the proposed use as a restaurant/bar including outdoor alcohol service on an enclosed patio.

Motion (Crosby/Heling) to recommend approval of Special Exception Permit (SE-12-22) requested by Red Robin Gourmet Burgers & Brews, 4287 W. College Avenue, for operation of a restaurant/bar including an outdoor service/beer garden. Motion carried, all voting aye.

9. **SITE PLAN (SP-14-22)** – REQUEST BY 4287 W COLLEGE AVE, LLC ON BEHALF OF RED ROBIN GOURMET BURGERS & BREWS, 4287 W. COLLEGE AVENUE, FOR INTERIOR AND EXTERIOR RENOVATIONS OF AN EXISTING COMMERCIAL BUILDING TO ACCOMMODATE A NEW RESTAURANT.
Motion (Hidde/Crosby) to approve Site Plan (SP-14-22) requested by 4287 W College Ave, LLC, on behalf of Red Robin Gourmet Burgers & Brews, 4287 W. College Avenue, for interior and exterior renovations of an existing commercial building to accommodate a new restaurant, subject to Town Board approval of Special Exception SE-12-22. Motion carried, all voting aye.
10. **PUBLIC HEARING #2** – TEXT AMENDMENTS TO CHAPTER 468 AND 535 OF THE TOWN OF GRAND CHUTE MUNICIPAL CODE PERTAINING TO NEW DRIVEWAYS AND OFF-STREET PARKING REGULATIONS (Z-10-22).
Chairman Gehring opened Public Hearing #2 at 6:08 p.m. There was no public input.
Motion (Hidde/Weber) to close Public Hearing #2 at 6:08 p.m. Motion carried, all voting aye.
11. **MUNICIPAL CODE TEXT AMENDMENT (Z-10-22)** – REQUEST FOR TEXT AMENDMENTS TO CHAPTER 468 AND 535 OF THE TOWN OF GRAND CHUTE MUNICIPAL CODE PERTAINING TO NEW DRIVEWAYS AND OFF-STREET PARKING REGULATIONS (Z-10-22).
Planner Kemnitz outlined the proposed changes and explained the collaborative effort between the Community Development and Public Works to complete the update. She explained that the amendments will create consistency regarding requirements for new driveways and off-street parking with Chapters 468 and 535 of the Town of Grand Chute Municipal Code.
In response to a question from Chairman Gehring regarding how these changes will be communicated to the public, Director Patza explained the new requirements would be shared during the permitting process.
Mark Van Der Wegen stated that communication could also be provided through the Town Newsletter for the general public and when builders apply for permits educational materials can be distributed.
Motion (Heling/Ulrich) to recommend approval of Text Amendment to Chapter 468 and 535 Municipal Code pertaining to new driveways and off-street parking regulations for Ordinance O-13-2022. (Z-10-22). Motion carried, all voting aye.
12. **SITE PLAN AMENDMENT (SPA1-07-20)** – REQUEST BY MIDWEST PROPERTIES I, LLP, ON BEHALF OF OXYGEN SERVICE COMPANY, 2940 N. TEMPEST COURT, FOR INSTALLATION OF OUTDOOR STORAGE TANKS AND ASSOCIATED SITE IMPROVEMENTS.
Planner Kemnitz provided details regarding the proposed storage tanks and the associated landscaping screening. No other changes are proposed for the building, parking lot or site access.
Motion (Ulrich/Heling) to approve Site Plan Amendment (SPA1-07-20) requested by Midwest Properties I, LLP, on behalf of Oxygen Service Company, 2940 N. Tempest Court, for installation of outdoor storage tanks and associated site improvements. Motion carried, all voting aye.
13. ADJOURNMENT.
Motion (Weber/Crosby) to adjourn the meeting at 6:13 p.m. Motion carried, all voting aye.

Respectfully Submitted,
Tracy Olejniczak/MP
Com. Dev. Admin. Asst.

6.

**Town of Grand Chute
Site Plan Review
KT Real Estate Holdings, LLC, dba Kwik Trip**

To: Plan Commission

From: Lindsey Kemnitz, Town Planner

Date: August 10, 2022

Address: 4735 W. Converters Drive

App. #: SP-16-22

REQUEST

- 1. Proposed Use(s):** Continued automotive fueling station, convenience store, and car wash.
- 2. Project Description:** Construction of a building addition and associated site improvements.
- 3. Plat/CSM Accurate parcel lines/lot recorded:** Yes.

ANALYSIS

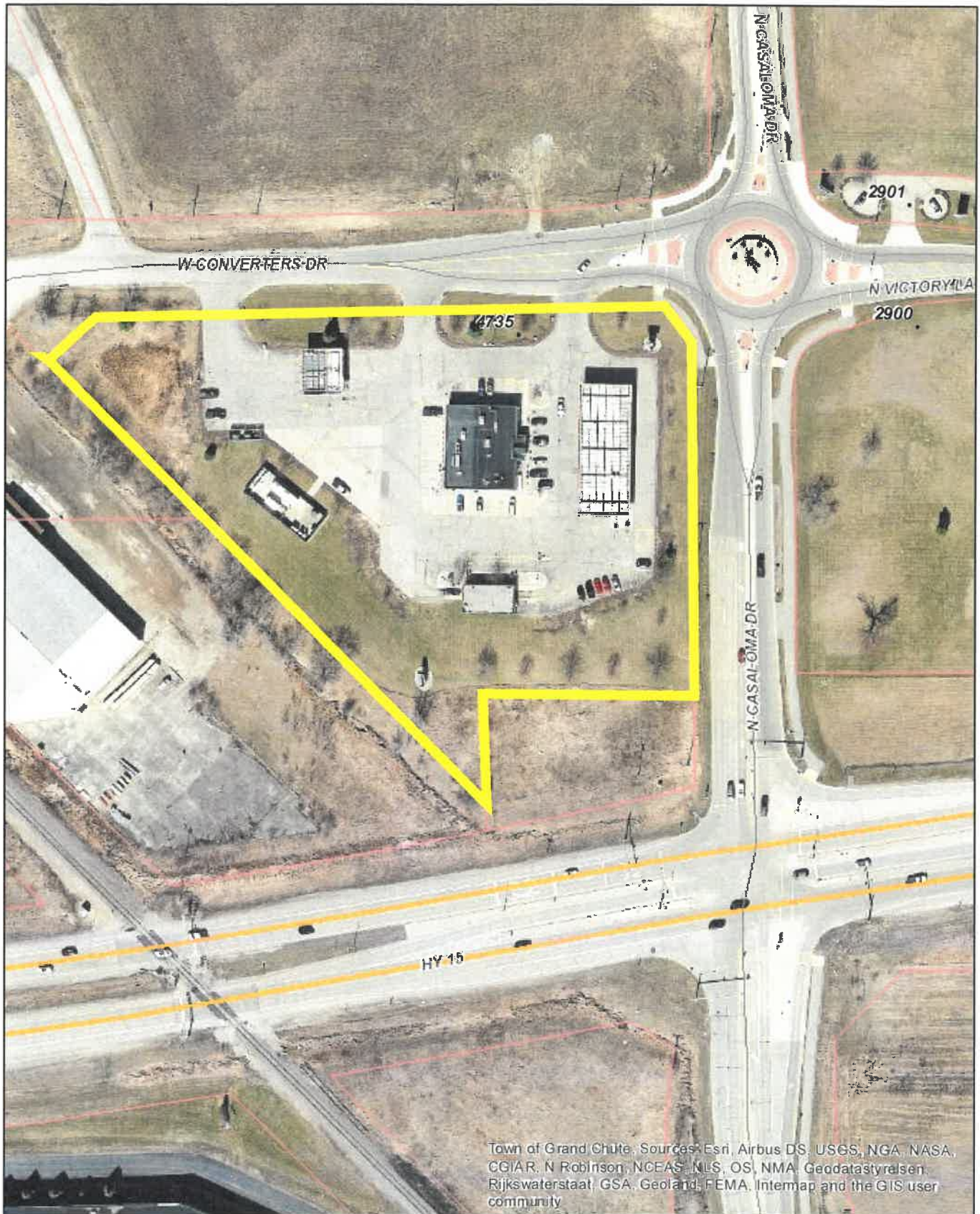
Applicant proposes a 1,463 sq. ft. building addition and associated site improvements. The addition will allow expansion of the existing business to meet Kwik Trip's growing needs. The addition will be connected to the north side of the existing building and extend north towards W. Converters Drive. Site access will remain unchanged and the proposed parking layout meets code requirements. The exterior of the addition will include materials that are consistent with the existing building.

The project will create less than 20,000 sq. ft. of new impervious area as the building addition is located over paved areas of the site. Therefore, additional on-site stormwater management is not required. The Drainage Plan utilizes overland flow and existing storm sewer to direct runoff to an existing stormwater pond on the west side of the site. The Drainage and Erosion Control Plans and Landscaping Plan have been approved by staff. The Site Lighting Plan is under development and its approval will be a condition of Site Plan approval. All other code requirements are met with this request.

RECOMMENDATION

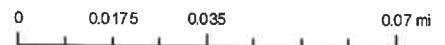
Staff has reviewed and supports Plan Commission approval of Site Plan (SP-16-22) requested by KT Real Estate Holdings, LLC, dba Kwik Trip, 4735 W. Converters Drive, for construction of a building addition and associated site improvements, subject to staff approval of the Site Lighting Plan.

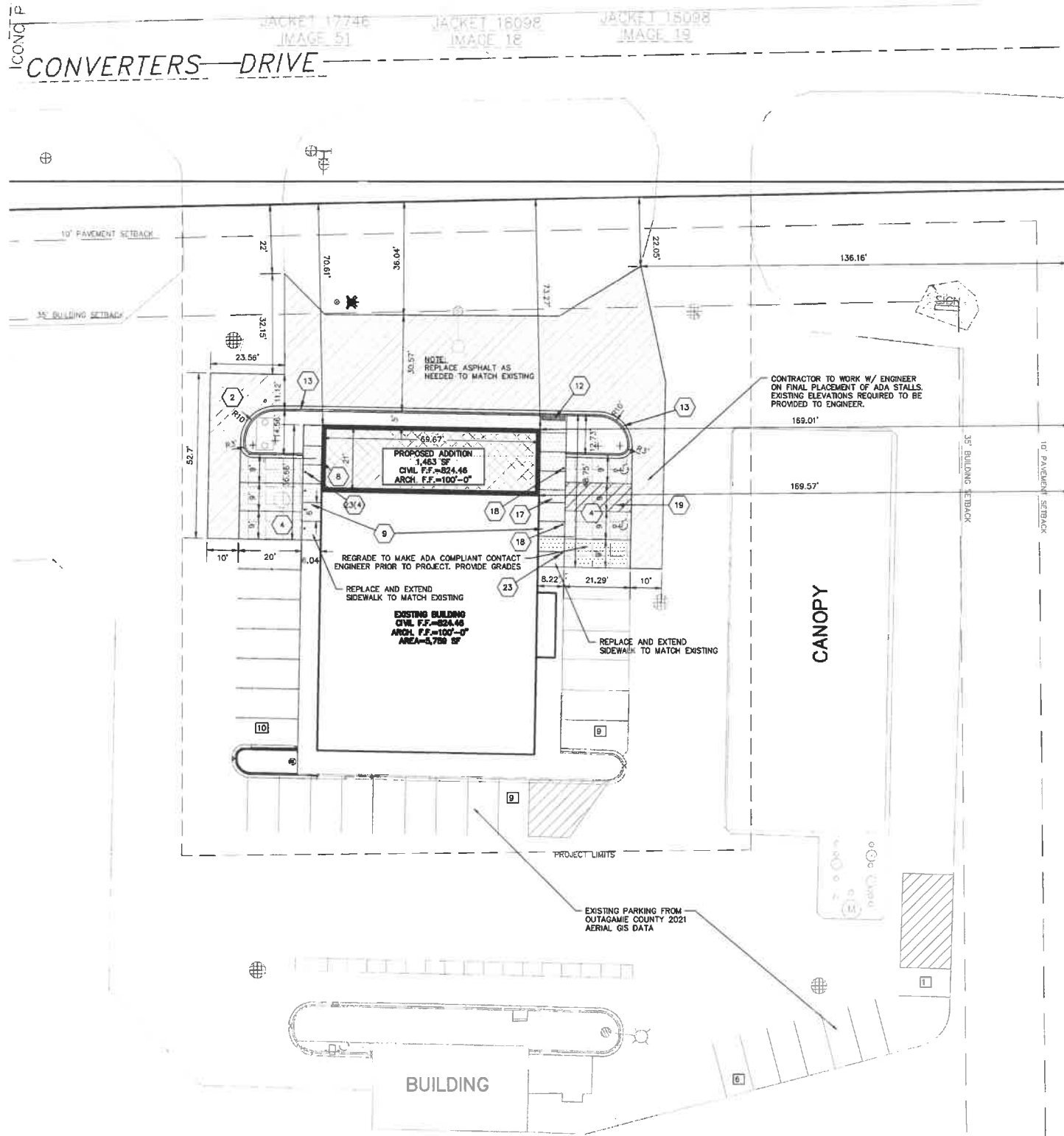
SP-16-22 - Kwik Trip - 4735 W. Converters Drive



Disclaimer: The data provided in the Town of Grand Chute Interactive GIS Map was generated from multiple sources and agencies. Every effort has been made to offer the most accurate data. However, the Town provides this information with the understanding that it is not guaranteed to be accurate, correct, or complete. The Town may make improvements to the Interactive GIS Map periodically. Conclusions drawn from this information are the responsibility of the user. The user agrees that the Town of Grand Chute shall not be held responsible for actions, claims, damages, or judgments made from this data.

Author:
Copyright:





SITE INFORMATION:

PROPERTY AREA: AREA = 189,486 S.F. (4.35 ACRES).
 EXISTING ZONING: INDUSTRIAL
 PROPOSED ZONING: INDUSTRIAL
 PROPOSED USE: SAME, BLDG. ADDITION (GAS STATION W/C-STORE)
 AREA OF SITE DISTURBANCE: 10,695 S.F.

SETBACKS: BUILDING: FRONT = 35'
 SIDE = 10'
 REAR = 25'
 PAVEMENT: FRONT = 10'
 SIDE = 5'
 REAR = 5'

PROPOSED BUILDING HEIGHT: 20'-3" (MAX. ELEVATION ALLOWED: 1009)

PARKING REQUIRED: 1 SPACE PER EMPLOYEE ON LARGEST SHIFT PLUS 2 PER SERVICE STALL (32 SPACES REQ.)
 PARKING PROVIDED: 35 SPACES (2 H.C. ACCESSIBLE)
 HANDICAP STALLS REQUIRED: 2, HANDICAP STALLS PROVIDED: 2
 LANDSCAPE REQUIREMENTS: MIN. LANDSCAPE PARKING AREA RATIO: 5% (11.4% PROVIDED)

EXISTING SITE DATA			
	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	0.86	37,533	
BUILDING FLOOR AREA	0.16	7,129	19.0%
PAVEMENT (ASP. & CONC.)	0.58	25,461	67.8%
TOTAL IMPERVIOUS	0.75	32,590	86.8%
LANDSCAPE/ OPEN SPACE	0.11	4,943	13.2%

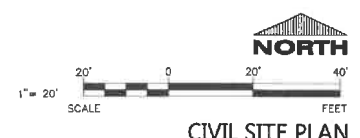
PROPOSED SITE DATA			
	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	0.86	37,533	
BUILDING FLOOR AREA	0.20	8,592	22.9%
PAVEMENT (ASP. & CONC.)	0.56	24,212	64.5%
TOTAL IMPERVIOUS	0.75	32,804	87.4%
LANDSCAPE/ OPEN SPACE	0.11	4,729	12.6%

- SITE PLAN KEYNOTES**
- 2 HEAVY DUTY ASPHALT SECTION (TYP.)
 - 4 LIGHT DUTY CONCRETE (TYP.)
 - 8 CONCRETE STOOP (TYP.) SEE ARCH. PLANS FOR DETAILS.
 - 9 RAISED WALK (TYP.)
 - 12 CURB RAMP (TYP.)
 - 13 18" CURB & GUTTER (TYP.)
 - 17 ADA RAMP
 - 18 HANDICAP BOLLARD SIGN (TYP.)
 - 19 HANDICAP STALL & STRIPING PER STATE CODES.
 - 23 6" CONCRETE BOLLARDS (SEE DETAIL ON ARCH. PLAN)
- (X(X)) IDENTIFICATION: KEYNOTE ITEM(QUANTITY) - IF NO () = QUANTITY IS 1

SPECIFICATION NOTE:
 SEE SHEET C0.1 FOR PLAN SPECIFICATIONS AND REQUIREMENTS

PAVEMENT HATCH KEY:

	HEAVY DUTY ASPHALT
	SIDEWALK CONCRETE
	LIGHT DUTY CONCRETE



EXCEL
 ARCHITECTS • ENGINEERS • SURVEYORS
Always a Better Plan
 100 Camelot Drive
 Fond Du Lac, WI 54935
 Phone: (920) 926-9800
 www.EXCELENGINEER.com

COLLABORATION

PROJECT INFORMATION

PROPOSED ADDITION FOR:
KWIK TRIP #887
 4735 W CONVERTERS DR • GRAND CHUTE, WI 54913

PROFESSIONAL SEAL

SHEET DATES

SHEET ISSUE	JUL. 15, 2022
REVISIONS	

JOB NUMBER
 2231540

SHEET NUMBER
C102

CONSTRUCTION SEQUENCE	
PHASE	TYPE OF ACTION
1. PRE-CONSTRUCTION ACTION	<ol style="list-style-type: none"> CONTRACTOR TO CALL DIGGERS HOTLINE AT A MINIMUM OF 3 DAYS PRIOR TO CONSTRUCTION. CONTRACTOR TO FIELD VERIFY LOCATION AND DEPTH OF ALL UTILITIES WITHIN THE PROJECT AREA PRIOR TO CONSTRUCTION. NOTIFY ENGINEER OF DISCREPANCIES. CONTRACTOR TO MAKE SURE THE REGIONAL STORMWATER POND IS IN PLACE BEFORE CONSTRUCTION CAN BEGIN. PLACE ALL SILT FENCE AND INLET PROTECTION. CONSTRUCT TEMPORARY SEDIMENT TRAPS, SEDIMENT BASINS, AND ANY TEMPORARY STORMWATER CONVEYANCE SYSTEMS AS NEEDED. STABILIZE ALL TEMPORARY AND PERMANENT EROSION CONTROL AND STORMWATER CONVEYANCE SYSTEMS BEFORE TOPSOIL CAN BE STRIPPED.
2. CONSTRUCTION ACTION	<ol style="list-style-type: none"> SITE DEMOLITION AS REQUIRED. BEGIN MASS EARTH WORK FOR THE BUILDING PAD AND PAVEMENT AREAS. CONSTRUCT ANY REMAINING STORMWATER CONVEYANCE SYSTEMS, AND INSTALL ALL OTHER UTILITIES ON SITE. DIG AND POUR ALL BUILDING FOOTINGS. PLACE GRAVEL FOR ALL PROPOSED PAVEMENT AREAS, INCLUDING FIRE LANES. TOPSOIL, SEED, AND MULCH ALL DISTURBED AREAS OUTSIDE THE BUILDING AND PROPOSED PAVEMENT AREAS. CONSTRUCT BUILDING. PAVE DRIVEWAYS AND PARKING AREAS. TOPSOIL, SEED, AND MULCH ALL OTHER DISTURBED AREAS.
3. POST CONSTRUCTION ACTION	<ol style="list-style-type: none"> CONTRACTOR TO REMOVE TEMPORARY EROSION CONTROL MEASURES UPON SITE STABILIZATION. SEE THE POST CONSTRUCTION MAINTENANCE PLAN FOR PERMANENT STORMWATER MANAGEMENT SYSTEMS.

CONTRACTOR TO FOLLOW THE EROSION CONTROL SPECIFICATIONS FOR CONSTRUCTION EROSION CONTROL INSPECTION AND MAINTENANCE.

SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN SPECIFICATIONS AND REQUIREMENTS

NOTES:

- HANDICAP STALL AND ACCESS AISLES SHALL NOT EXCEED A SLOPE OF 1.50% IN ANY DIRECTION. HANDICAP STALL & ACCESS AISLES SHALL CONFORM TO ADA REQUIREMENTS (CURRENT EDITION)
- ALL SIDEWALKS SHALL NOT EXCEED A MAXIMUM CROSS SLOPE OF 1.50% AND RUNNING SLOPE OF 4.50% UNLESS OTHERWISE SPECIFIED.

INLET PROTECTION NOTE:

IP CONTRACTOR SHALL PROVIDE TEMPORARY INLET PROTECTION FOR ALL CURB INLETS & CATCH BASINS ON-SITE & OFF-SITE IMMEDIATELY DOWNSTREAM OF THE PROJECT SITE PER LOCAL CODE.

CONCRETE WASHOUT NOTE:

CONTRACTOR SHALL PROVIDE CONCRETE WASHOUT AS REQUIRED PER CODE. FINAL LOCATION TBD BY CONTRACTOR.

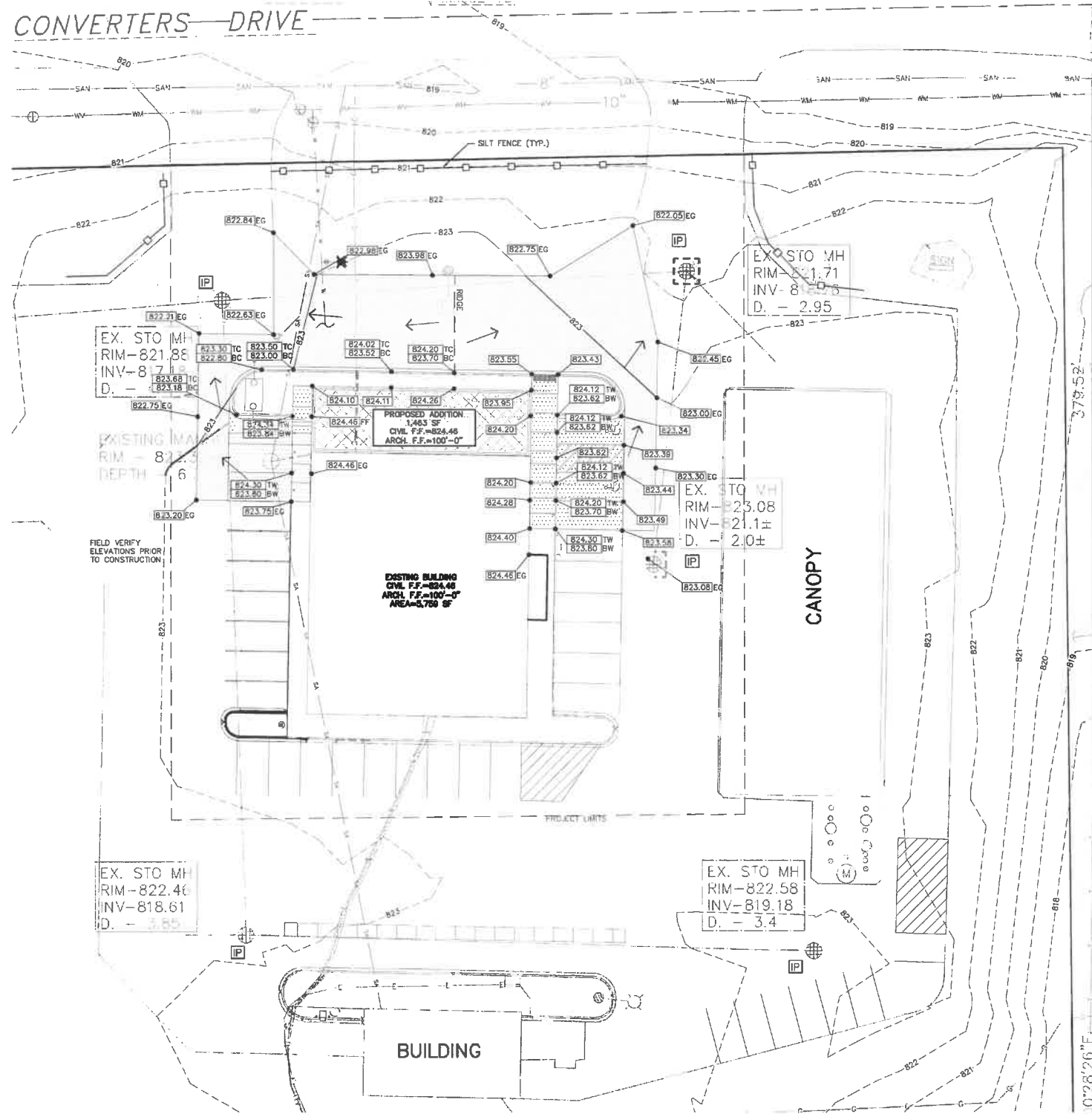
CONTACT EXCEL ENGINEERING TO SET BENCHMARK AND FOR STAKING SERVICE.

Itemized cost of Erosion Control/SWM:

Topsoil, Seed, and Mulch = \$0.75/SY x 86 = \$65
 Silt Fence = 238' x \$1/lin. ft = \$238
 Inlet Protection = \$250 eo. x 5 = \$1,250
 Total Erosion Control Cost Estimate = \$1,553

TOTAL LAND DISTURBANCE

APPROX. 0.25 AC



PROJECT INFORMATION

PROPOSED ADDITION FOR:
KWIK TRIP #887
 4735 W CONVERTERS DR • GRAND CHUTE, WI 54913

PROFESSIONAL SEAL

SHEET DATES

SHEET ISSUE JUL. 15, 2022

REVISIONS

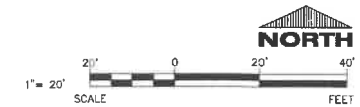
NO.	DATE	DESCRIPTION

JOB NUMBER

2231540

SHEET NUMBER

C103

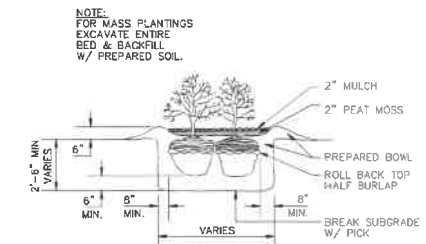
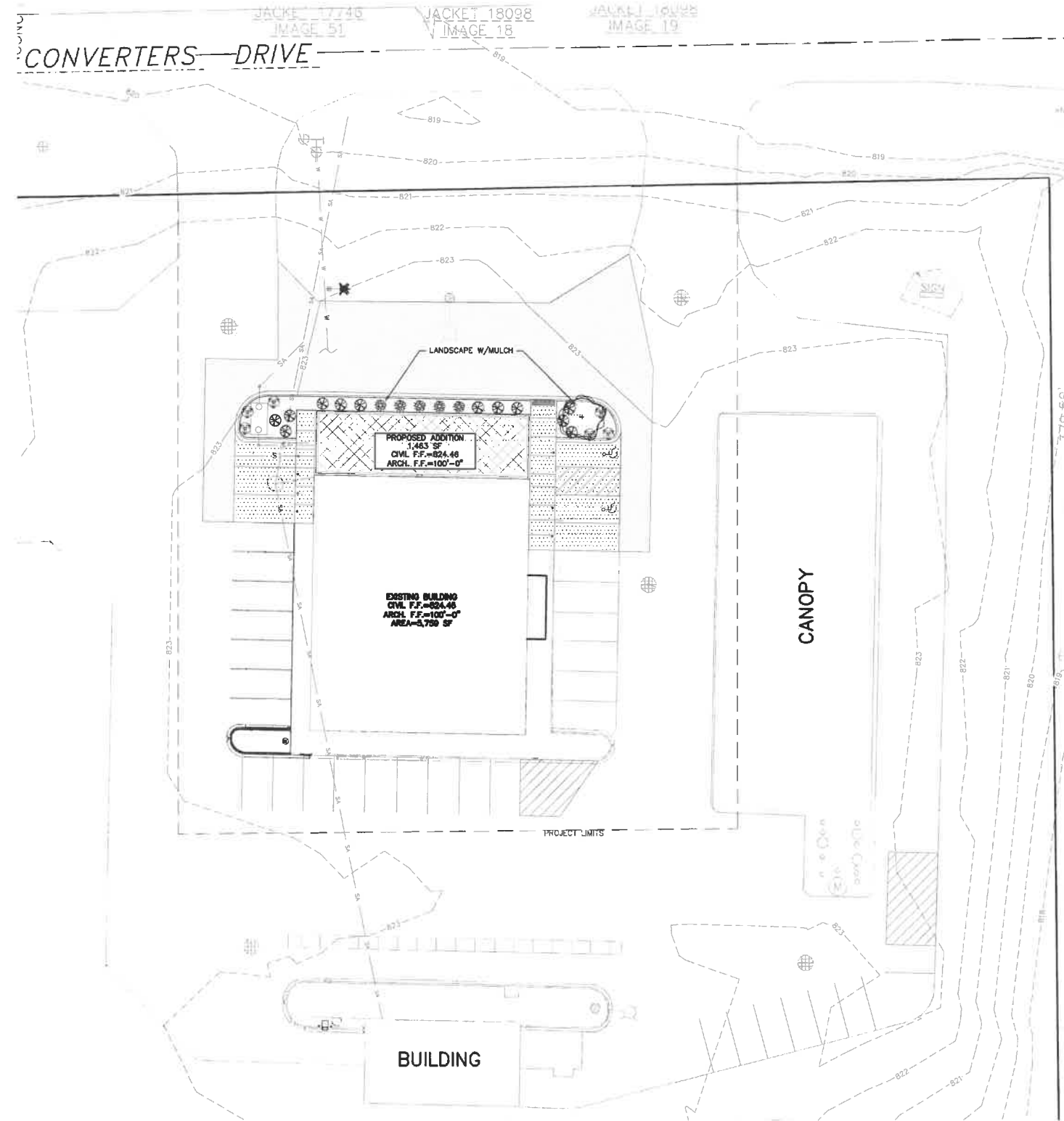


CIVIL GRADING AND EROSION CONTROL PLAN

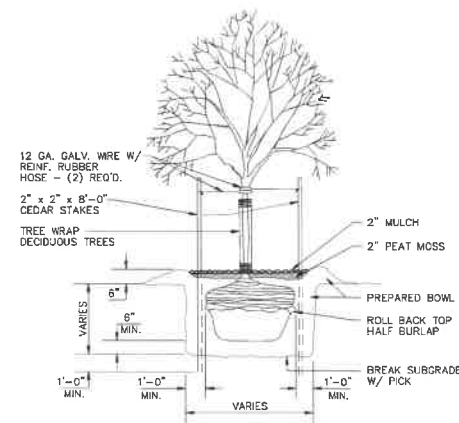
SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN
SPECIFICATIONS AND REQUIREMENTS

LANDSCAPING PLANTING SCHEDULE				
SYMBOL	COMMON NAME	BOTANICAL NAME	PLANTED SIZE	QUANTITY
DECIDUOUS TREES				
☉	Flowering Crabapple (Spring Snow)	Malus x hybrid (Spring Snow)	2.5"	1
DECIDUOUS SHRUBS				
☼	Sunrise Forsythia	Forsythia 'Sunrise'	18"-24"	5
☼	Emerald Mound Honeysuckle	Lonicera x xylosteum 'Emerald Mound'	15"-18"	6
EVERGREEN SHRUBS				
☼	Arcadia Juniper	Juniperus sabina 'arcadia'	24"	12

NOTE:
MULCH TO MATCH EXISTING



SHRUB PLANTING DETAIL
NO SCALE



TREE PLANTING DETAIL
NO SCALE



CIVIL LANDSCAPE AND RESTORATION PLAN

EXCEL
ARCHITECTS • ENGINEERS • SURVEYORS
Always a Better Plan
100 Camelot Drive
Fond Du Lac, WI 54935
Phone: (920) 926-9800
www.EXCELENGINEER.com

COLLABORATION

KWIK TRIP

KWIK STAR

PROJECT INFORMATION

PROPOSED ADDITION FOR:
KWIK TRIP #887
4735 W CONVERTERS DR • GRAND CHUTE, WI 54913

PROFESSIONAL SEAL

SHEET DATES

SHEET ISSUE JUL. 15, 2022

REVISIONS

NO.	DATE	DESCRIPTION

JOB NUMBER

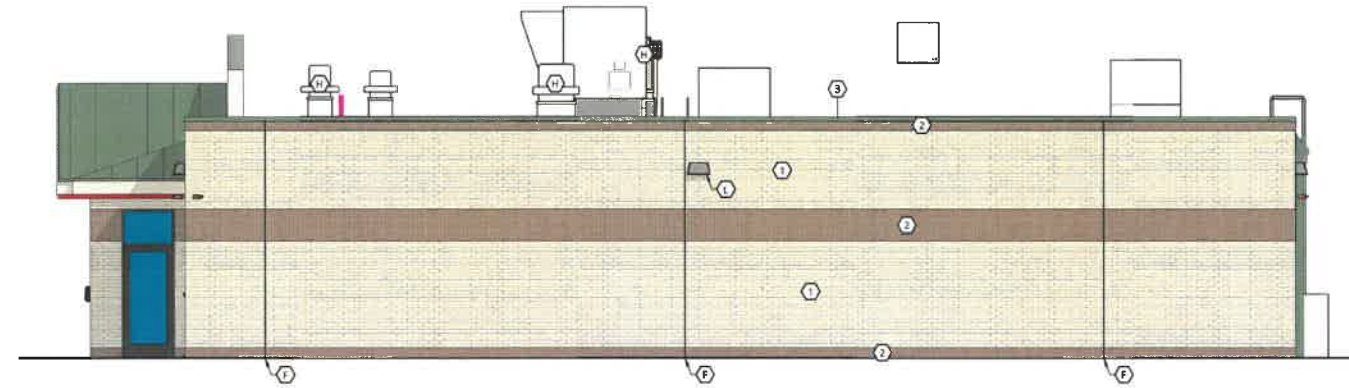
2231540

SHEET NUMBER

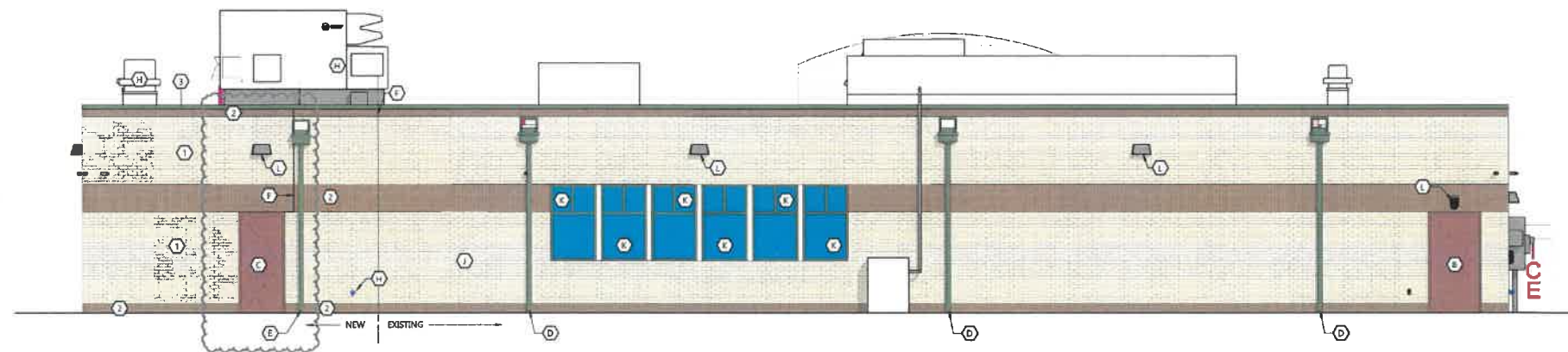
C105



EAST ELEVATION
SCALE: 3/16" = 1'-0"



NORTH ELEVATION
SCALE: 3/16" = 1'-0"



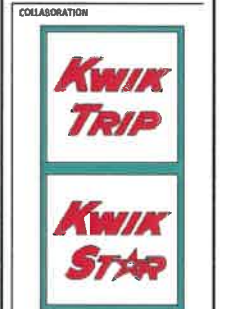
WEST ELEVATION
SCALE: 3/16" = 1'-0"

EXTERIOR FINISH KEY

3	GREEN ALUMINUM COPING MATCH EXISTING
2	BRICK SOLDIER COURSE MATCH EXISTING
1	FIELD BRICK MATCH EXISTING

EXTERIOR ELEVATION KEYNOTES

MARK	DESCRIPTION
A	EXISTING ALUMINUM STOREFRONT FRAME / DOOR / GLAZING TO REMAIN.
B	EXISTING DOOR AND FRAME TO REMAIN.
C	NEW DOOR AND FRAME (SEE SHEET A500). PRIME AND PAINT TO MATCH EXISTING.
D	EXISTING SCUPPER AND DOWNSPOUT TO REMAIN.
E	NEW SCUPPER AND DOWNSPOUT TO MATCH EXISTING.
F	MASONRY VENEER CONTROL JOINT.
G	EXISTING EXTERIOR MERCHANDISER TO REMAIN.
H	M/E/P SERVICE EQUIPMENT (SEE M/E/P DRAWINGS FOR ADDITIONAL INFORMATION)
J	INFILL EXISTING DEMOLISHED DOOR TO MATCH ADJACENT FINISHES.
K	PROVIDE BLACK ROUIT WINDOW FILM ON INTERIOR OF EXISTING INSULATED GLAZING.
L	WALL PACK UNIT (SEE ELECTRICAL DRAWINGS). EXISTING TO REMAIN, NEW TO MATCH EXISTING ELEVATION.



PROJECT INFORMATION

PROPOSED ADDITION FOR:
KWIK TRIP #887
4735 W CONVERTERS DR • GRAND CHUTE, WI 54913

PROFESSIONAL SEAL

SHEET DATES

SHEET ISSUE MAY 26, 2022

REVISIONS

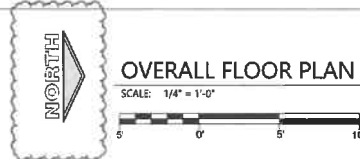
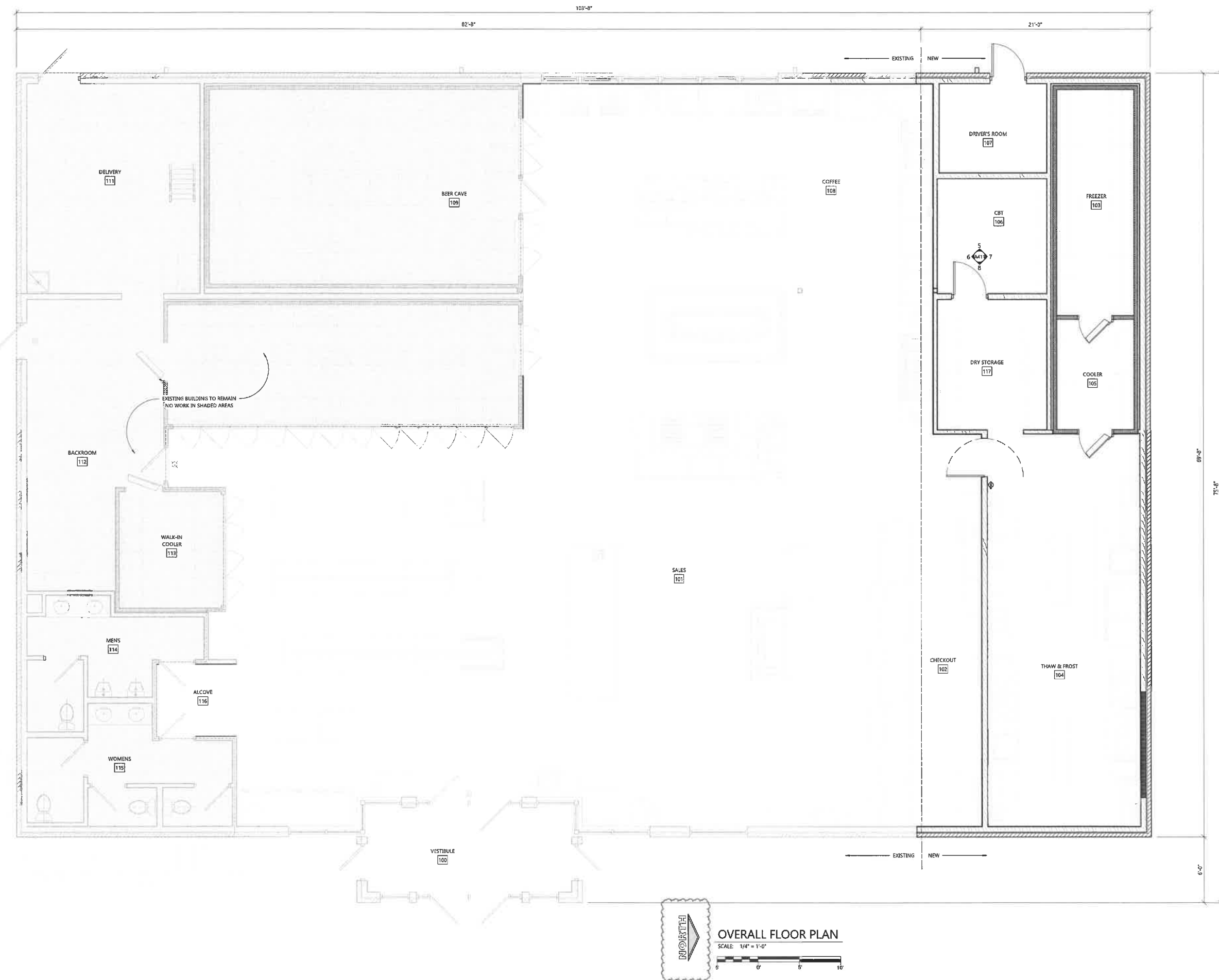
AD1 JULY 14, 2022

JOB NUMBER

2231540

SHEET NUMBER

A200



PROJECT INFORMATION

PROPOSED ADDITION FOR:
KWIK TRIP #887
 4735 W CONVERTERS DR • GRAND CHUTE, WI 54913

PROFESSIONAL SEAL

SHEET DATES	
SHEET ISSUE	MAY 26, 2022
REVISIONS	
AD1	JULY 14, 2022

JOB NUMBER
 2231540

SHEET NUMBER
A000

C:\Users\jacob\OneDrive\Documents\2231540_Kwik_Trip\0401_Overall_Floor_Plan.dwg
 2022-07-18 10:51:08 AM