

NOTICE OF PLAN COMMISSION MEETING

DATE: Tuesday, October 8, 2024

TIME: 5:30pm

LOCATION: Combined Locks Civic Center,
Council Chambers, 405 Wallace Street

AGENDA

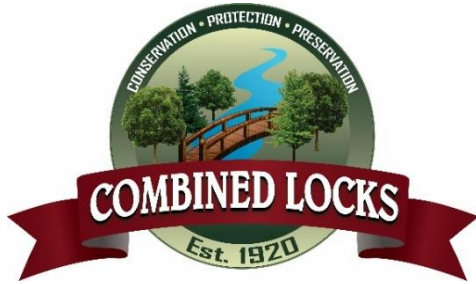
1. Review and consider approval of minutes from 09/10/24 meeting
2. Review and consider recommendation to approve Certified Survey Map to combine parcels 230049400 and 230049500; 113 Wallace Street
3. Review and consider recommendation to approve Certified Survey Map to combine Review and consider recommendation to approve Certified Survey Map to remove three single family lots and combine them with the multi-family lot in Wolfinger Estates.
4. Draft priority list of Capital Improvement Projects/Purchases as identified in the 2020-2025 Comprehensive Outdoor Recreation Plan and 2040 Comprehensive Plan
5. Discuss Lindberg Park parking lot plans
6. Schedule next meeting
7. Adjourn

Public Notice: Agendas are posted in the following locations: Combined Locks Civic Center main entrance and Village website: www.combinedlocks.wi.gov. 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 or hearing should be made with as much advance notice as possible to the Clerk's Office at 405 Wallace Street, 920-788-7740 extension 203 or email at gieser@combinedlocks.wi.gov.

Notice of Possible Quorum: A quorum of the Village Board, Zoning Board of Appeals, or other Village committee 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 Village Board, Board of Review, Zoning Board of Appeals, or other Village committee will be taken at this meeting.

Item #1



MINUTES OF PLAN COMMISSION MEETING

DATE: Tuesday, September 10, 2024

TIME: 5:30pm

LOCATION: Combined Locks Civic Center,
Council Chambers, 405 Wallace Street

MINUTES

- A. Call to order:** Meeting called to order by Plan Commission Chair Ken Heckner at 6:00pm.
- B. Attendance:** Plan Commission members present – Heckner, Mulry, Carney, Maynard, Weyenberg, Mader, and Romberg. Plan Commission members absent – None. Staff present – Administrator Shampo-Giese and Assistant Public Works Director Weyenberg. Others present – Roland Coonen, Jeff Wolfinger, Mr. and Mrs. Donald Hennessey, Al Leicht, Maggie Kauer, and David O’Brien.
- 1. Review and consider approval of minutes from 06/11/24 meeting:** T. Mulry made a motion to approve the minutes as presented. N. Romberg seconded the motion, and it passed unanimously.
- 2. Public hearing for Special Exception: Culver’s drive-thru restaurant on lot 11 in The Locks Business Park:** Chair Heckner explained that the owners of area Culver’s franchises wish to locate one of their restaurants in The Locks Business Park, specifically on lot 11. The Village’s zoning code allows restaurants with drive thru lanes in The Locks Business Park by an approved special exception. Chair Heckner then opened the public hearing. Property owners voiced concerns and questions about how this type of business will affect their property values, increased traffic on DeBruin Road, noise from the drive thru, headlights from vehicles, and parking lot lights. Responses from the Culver’s owners and builder included: to address headlights a 6’ vinyl fence and appropriate landscaping is planned for the south lot line, the plan includes parking lot lights that are light filtering with household light shields, the voice box for the drive thru is volume adjustable – it is also positioned away from the immediate properties to the south, non-security lights are off by 10:45pm. The owners stated that they will be good neighbors and concerns of noise and lights will be addressed as best as they can. The public hearing was then closed.
- 3. Review and consider recommendation to approve of Culver’s drive-thru restaurant on lot 11 in The Locks Business Park:** Chair Heckner led the discussion with the Plan Commission members. Questions from members included: extending the vinyl fence all the way to the west lot line, additional landscaping on the southwest corner of the lot, number of customers/vehicles per day, install an 8’ fence instead of 6’, and semi-truck delivery traffic. These matters were discussed. T. Mulry made a motion to recommend approval of the Culver’s drive-thru restaurant special exception conditioned on Village engineer and Village staff final review, recommendation and requirements. J. Maynard seconded the motion, and it passed unanimously.

- 4. Review and consider recommendation to approve Certified Survey Map to realign lot lines for lots 10 and 11 in The Locks Business Park:** The Culver's franchise owners have made an offer to purchase lot 10 and 11 in The Locks Business Park. They will build an office building on lot 10 and wish to make lot 10 slightly larger by moving the shared lot line on the east side further east. This will help accommodate a shared driveway and proper drainage. The request was discussed. T. Mulry made a motion to recommend approval of the CSM as presented. D. Mader seconded the motion, and it passed unanimously.
- 5. Review outdoor recreation plan and consider requests for 2025 budget:** Plan Commission members discussed potential budget requests. The amount of money available for 2025 is unknown but may be known by the 10/08/24 meeting. Tentative projects discussed were upgrade of volleyball court at Memorial Park and additional identification signs.
- 6. Schedule next meeting:** Plan Commission members confirmed the next meeting for 10/08/24 at 5:30pm.
- 7. Adjourn:** T. Mulry made a motion to adjourn the meeting. J. Maynard seconded the motion, and it passed unanimously. The meeting adjourned at 7:12pm.

Item #2

Connie Sonsthagen will be present to request approval of a CSM to combine the two lots she owns. The lots are 0494 and 0495 as shown in the photo below. Her house was built on both lots in 1959.



CERTIFIED SURVEY MAP NO. _____

ALL OF LOT 5 AND PART OF LOT 4, BLOCK 5, 1ST ADDITION TO DAN WALLACE SUBDIVISION, LOCATED IN GOVERNMENT LOT 4, SECTION 26, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF COMBINED LOCKS, OUTAGAMIE COUNTY, WISCONSIN.

NORTH IS REFERENCED TO THE STRAIGHT LINE CONNECTING THE SOUTHWEST CORNER OF DAN WALLACE SUBDIVISION TO THE SOUTHEAST CORNER OF THE 5TH ADDITION TO DAN WALLACE SUBDIVISION, SECTION 26, TOWNSHIP 21 NORTH, RANGE 18 EAST, VILLAGE OF COMBINED LOCKS, OUTAGAMIE COUNTY, WISCONSIN, WHICH BEARS $S89^{\circ}39'39''W$ PER THE WISCONSIN COUNTY COORDINATE SYSTEM (OUTAGAMIE COUNTY)

OWNER(S) OF RECORD:
CONSTANCE M. SONSTHAGEN
LIVING TRUST

PARCEL NO.(S):
230049400
230049500

LEGEND:

- = $1\frac{1}{2}$ " X 18" O.D. ROUND IRON PIPE SET, WEIGHING 1.13 LBS. PER LIN. FT.
- ⊗ = $3/4$ " SOLID ROUND IRON REBAR FOUND
- ⊙ = $1\frac{1}{2}$ " O.D. ROUND IRON PIPE FOUND
- ⊕ = $2\frac{1}{2}$ " O.D. ROUND IRON PIPE FOUND
- ⊙ = BERNTSEN MONUMENT FOUND
- ⊗ = STONE WITH CUT X FOUND
- () = RECORDED AS BEARING OR DISTANCE
- x- = EXISTING FENCE
- = POWER POLE

NOTES:

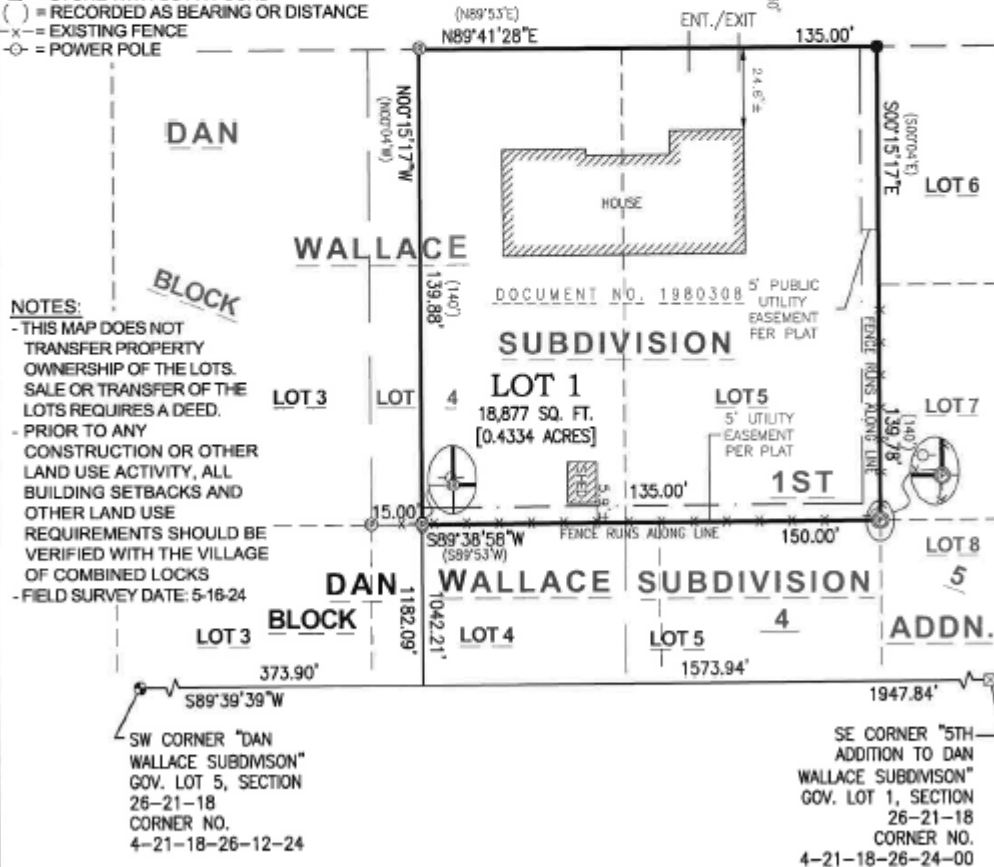
- THIS MAP DOES NOT TRANSFER PROPERTY OWNERSHIP OF THE LOTS. SALE OR TRANSFER OF THE LOTS REQUIRES A DEED.
- PRIOR TO ANY CONSTRUCTION OR OTHER LAND USE ACTIVITY, ALL BUILDING SETBACKS AND OTHER LAND USE REQUIREMENTS SHOULD BE VERIFIED WITH THE VILLAGE OF COMBINED LOCKS
- FIELD SURVEY DATE: 5-16-24

CHRISTOPHER E. PERREAU, PLS-2249 DATED
CAROW LAND SURVEYING & ENVIRONMENTAL
615 N. LYNDALE DR., APPLETON, WI 54914
N5841 STATE HIGHWAY 47-55, SHAWANO, WI 54166
PHONE: (920)731-4168
A2405.17 DATED: 9/24/24 DRAFTED BY: frz-NJO

SHEET 1 OF 3 SHEETS

WALLACE ST. (60')

DANIEL ST. (60')



GRAPHIC SCALE:

1" = 40'



CERTIFIED SURVEY MAP NO. _____

ALL OF LOT 5 AND PART OF LOT 4, BLOCK 5, 1ST ADDITION TO DAN WALLACE SUBDIVISION,
LOCATED IN GOVERNMENT LOT 4, SECTION 26, TOWNSHIP 21 NORTH RANGE 18 EAST,
VILLAGE OF COMBINED LOCKS, OUTAGAMIE COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE:

I, CHRISTOPHER E. PERREULT, PROFESSIONAL WISCONSIN LAND SURVEYOR, CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MAPPED ALL OF LOT 5 AND PART OF LOT 4, BLOCK 5, FIRST ADDITION TO DAN WALLACE SUBDIVISION, LOCATED IN GOVERNMENT LOT 4, SECTION 26, TOWNSHIP 21 NORTH RANGE 18 EAST, VILLAGE OF COMBINED LOCKS, OUTAGAMIE COUNTY, WISCONSIN, BOUNDED AND DESCRIBED AS FOLLOWS:
COMMENCING AT THE SOUTHEAST CORNER OF THE 5TH ADDITION TO DAN WALLACE SUBDIVISION; THENCE S89°39'39"W, 1573.94 FEET; THENCE N00°15'17"W, 1042.21 FEET TO THE WEST LINE OF LANDS DESCRIBED IN DOCUMENT NO. 1980308 AND THE POINT OF BEGINNING; THENCE CONTINUING N00°15'17"W, 139.88 FEET ALONG SAID WEST LINE TO THE SOUTH LINE OF WALLACE STREET; THENCE N89°41'28"E, 135.00 FEET ALONG SAID SOUTH LINE TO THE EAST LINE OF LOT 5, BLOCK 5, 1ST ADDITION TO DAN WALLACE SUBDIVISION; THENCE S00°15'17"E, 139.78 FEET ALONG SAID EAST LINE TO THE SOUTH LINE OF SAID LOT 5; THENCE S89°38'58"W, 135.00 FEET ALONG SAID SOUTH LINE AND THE SOUTH LINE OF LOT 4, BLOCK 5, 1ST ADDITION TO DAN WALLACE SUBDIVISION TO THE POINT OF BEGINNING. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

THAT I HAVE MADE SUCH SURVEY UNDER THE DIRECTION OF CONSTANCE SONSTHAGEN, 113 WALLACE ST, COMBINED LOCKS, WI 54113.

THAT THIS MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARY LINES OF THE LAND SURVEYED AND THE COMBINATION OF THAT LAND.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236.34 OF THE WISCONSIN STATUTES AND THE SUBDIVISION ORDINANCE OF THE VILLAGE OF COMBINED LOCKS.

CHRISTOPHER E. PERREULT, PLS-2249 DATE
CAROW LAND SURVEYING & ENVIRONMENTAL
615 N. LYNNDAL DRIVE, APPLETON, WI, 54914
N5841 S.T.H. "47-55", SHAWANO, WI 54166
PHONE: (920)731-4168
A2405.17 (FNZ) DATED: 9-25-2024

NOTES:

- 1) THIS CSM IS ALL OF TAX PARCEL NO. (S): 230049400 & 230049500.
- 2) THE PROPERTY OWNER OF RECORD: CONSTANCE M. SONSTHAGEN LIVING TRUST.
- 3) THE CSM IS WHOLLY CONTAINED WITHIN THE PROPERTY DESCRIBED IN THE FOLLOWING RECORDED INSTRUMENT (S): DOCUMENT NO. 1980308.

TREASURER'S CERTIFICATE:

I HEREBY CERTIFY THAT THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS ON ANY OF THE LAND INCLUDED ON THIS CERTIFIED SURVEY MAP.

VILLAGE TREASURER DATED COUNTY TREASURER DATED

VILLAGE BOARD OF COMBINED LOCKS APPROVAL:

WE HEREBY CERTIFY THAT THIS CERTIFIED SURVEY MAP WAS APPROVED BY THE VILLAGE OF COMBINED LOCKS ON THIS _____ DAY OF _____, 20____.

PRESIDENT DATED CLERK DATED

ALL OF LOT 5 AND PART OF LOT 4, BLOCK 5, 1ST ADDITION TO DAN WALLACE SUBDIVISION,
LOCATED IN GOVERNMENT LOT 4, SECTION 26, TOWNSHIP 21 NORTH RANGE 18 EAST,
VILLAGE OF COMBINED LOCKS, OUTAGAMIE COUNTY, WISCONSIN

AS OWNER (S), I (WE) CERTIFY THAT I (WE) CAUSED THE LANDS DESCRIBED ON THIS CERTIFIED SURVEY MAP TO BE SURVEYED, COMBINED AND MAPPED AS REPRESENTED HEREON. I (WE) FURTHER CERTIFY THAT THIS MAP IS REQUIRED BY S.236.10 OR S.236.12 OF THE WISCONSIN STATUTES TO BE SUBMITTED TO THE FOLLOWING FOR APPROVAL:
VILLAGE OF COMBINED LOCKS.

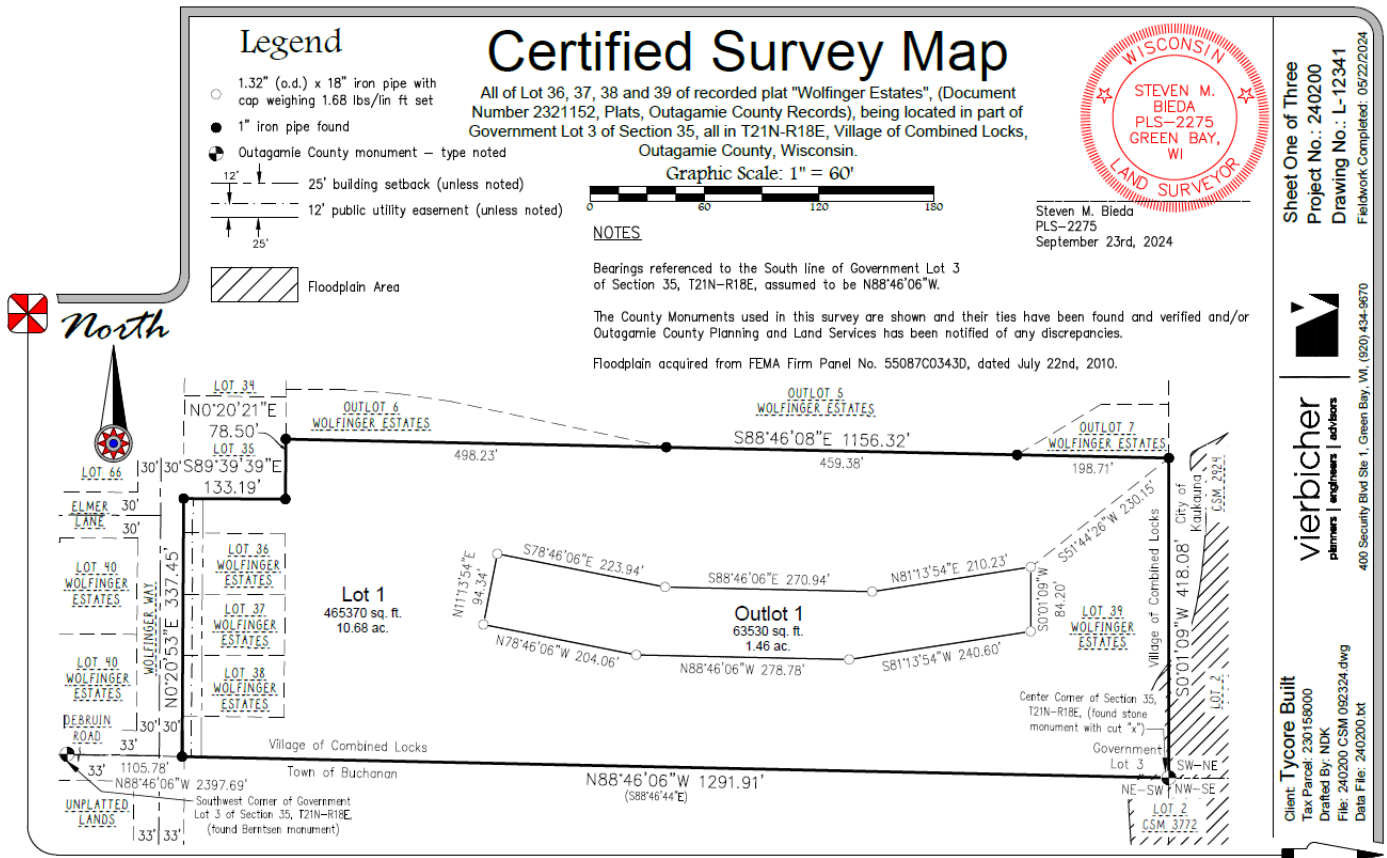
CONSTANCE M. SONSTHAGEN (TRUSTEE) DATED

NOTARY PUBLIC
MY COMMISSION EXPIRES _____

SHEET 3 OF 3 SHEETS

Item #3

Brad Rymer from Vierbicher, engineer for Wolfinger Estates, will be present to request approval of a CSM to absorb three residential single-family lots into the multi-family lot for apartment development.



Certified Survey Map

All of Lot 36, 37, 38 and 39 of recorded plat "Wolfinger Estates", (Document Number 2321152, Plats, Outagamie County Records), being located in part of Government Lot 3 of Section 35, all in T21N-R18E, Village of Combined Locks, Outagamie County, Wisconsin.

SURVEYOR'S CERTIFICATE

I, Steven M. Bieda, Professional Land Surveyor, PLS-2275, do hereby certify that I have surveyed, divided and mapped all of Lot 36, 37, 38 and 39 of recorded plat "Wolfinger Estates", (Document Number 2321152, Plats, Outagamie County Records), being located in part of Government Lot 3 of Section 35, all in T21N-R18E, Village of Combined Locks, Outagamie County, Wisconsin.

Parcel contains 528,901 square feet / 12.14 acres more or less.
Parcel subject to easements and restrictions of record.

That such plat is a correct representation of all the exterior boundaries of the land survey and the division thereof. That I have made such a survey, land division and plat by the direction of the owners listed hereon. That I have fully complied with the provisions of Chapter 236, section 236.34 of the Wisconsin Statutes, the Village of Combined Locks, and the Outagamie County Planning Commission code in surveying, dividing and mapping the same.

Steven M. Bieda
PLS-2275
September 23rd, 2024



CERTIFICATE OF THE OUTAGAMIE COUNTY TREASURER

As duly elected Outagamie County Treasurer, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map as of the dates listed below.

Date
Outagamie County Treasurer

CERTIFICATE OF THE VILLAGE OF COMBINED LOCKS TREASURER

As duly elected Village of Combined Locks Treasurer, I hereby certify that the records in our office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map as of the dates listed below.

Date
Village of Combined Locks Treasurer

CERTIFICATE FOR THE VILLAGE OF COMBINED LOCKS

A Certified Survey Map, which has been duly filed approval of the Village of Combined Locks, Outagamie County, Wisconsin, and is hereby approved as required by Chapter 236, Wisconsin Statutes. Approved for the Village of Combined Locks this _____ day of _____, 20____.

Racquel Shampo-Gless
Village Clerk

John Neumeier
Village President

Certified Survey Map

All of Lot 36, 37, 38 and 39 of recorded plat "Wolfinger Estates", (Document Number 2321152, Plats, Outagamie County Records), being located in part of Government Lot 3 of Section 35, all in T21N-R18E, Village of Combined Locks, Outagamie County, Wisconsin.

NOTES

This Certified Survey Map is all of Tax Parcel _____

The property owner of record is Tycore Built, LLC.

This Certified Survey Map is wholly contained within the property described in the following recorded instrument, Document Number _____

The property owners, at the time of construction, shall implement the appropriate soil erosion control methods outlined in the Wisconsin Construction Site Erosion and Sediment Control Technical Standards (available from the Wisconsin Department of Natural Resources) to prevent soil erosion. However, if at the time of construction the Village has adopted a soil erosion control ordinance, it shall govern over this requirement. This provision applies to any grading, construction, or installation-related activities.

RESTRICTIVE COVENANTS

The land on all side and rear lot lines of all lots shall be graded by the lot owner and maintained by the abutting property owners to provide for adequate drainage of surface water.

Each lot owner shall grade the property to conform to the adopted sidewalk grade elevation and maintain said elevation for future sidewalks.

No poles, pedestals or buried cable are to be placed so as to disturb any survey stake or obstruct vision along any lot lines or street line, a disturbance of a survey stake by anyone is a violation of section 236.32 of the Wisconsin Statutes.

Outlot 1 is to be owned and maintained by the property owner for Stormwater Purposes.

LIMITED LIABILITY COMPANY OWNER'S CERTIFICATE

Tycore Built LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, does hereby certify that said limited liability company caused the easements to be granted and the land on this Certified Survey Map to be surveyed, divided and mapped as represented hereon. Tycore Built LLC does further certify that this Certified Survey Map is required to be submitted to the Village of Combined for approval or objection in accordance with current Land Subdivision Ordinances.

In Witness Whereof, the said Tycore Built LLC has caused these presents to be signed by Wade Micoley, its Member, on this ____ day of _____, 20____.

Wade Micoley Member
Tycore Built LLC – President

Personally came before me this ____ day of _____, 20____, the above named Member of said Limited Liability Company and acknowledged that he executed the foregoing instrument as such Member as the deed of said Limited Liability Company, by its authority.

Notary Public My Commission Expires _____
Brown County, Wisconsin

STATE OF WISCONSIN]
] SS
COUNTY OF BROWN]

Steven M. Bieda
PLS-2275
September 23rd, 2024



Item #4

Create priority list of capital improvement projects for 2025 based on 2020-2025 Comprehensive Outdoor Recreation Plan and 2040 Comprehensive Plan.

Item #5

Discuss Lindberg Park parking lot plans for 2025.

