

**Approved 4-13-2022**  
**PLAN COMMISSION MEETING**  
**WEDNESDAY, MARCH 9, 2022**  
**5:30 P.M.**  
**FREEDOM TOWN HALL**  
**W2004 COUNTY RD S**

1. CALL TO ORDER, ROLL CALL, PLEDGE –  
*Meeting called to order by Chairman Brandon Conrad at 5:30 p.m.*  
*Commissioners present: Dan Reinke, Darin Tiedt, Henry McKenna, Ron Mashlan, and Chris Evers. Mark Dollevoet absent.*  
*Also Present: Jennifer Andersen Deputy Clerk/Treasurer and Jeff Kussow with Cedar Corporation.*  
*Chairman Brandon Conrad led in the Pledge of Allegiance.*
  
2. VERIFICATION OF POSTING & ADOPT AGENDA –  
*Posted on the 2 Boards at the Freedom Town Hall and on the Town website on the 3<sup>rd</sup> day of March, 2022 at 2:30 p.m. by the Clerk's Office. Also posted at: Dairyland Depot, Freedom Mini Mart and Shop & Save Mart/Halesi, LLC.*
  
3. CONSIDERATION OF MINUTES FOR THE JANUARY 12, 2022 PLAN COMMISSION MEETING –  
*Motion by Commissioner Evers with second by Commissioner Tiedt to approve the minutes of the January 12, 2022 Plan Commission Meeting Minutes.*  
*Vote: 6 Yes 0 No Motion Carried*
  
4. CORRESPONDENCE:  
*None*
  
5. CONSIDERATION OF SITE PLAN APPLICATION FOR AN ADDITION TO A MANUFACTURING/MACHINE SHOP BUILDING; KUSKE PROPERTIES LLC; PIN 090-0379-02; N3888 STATE RD 55 –  
*Jeff Kussow, Cedar Corporation, explained the Site Plan Application submitted by Kuske Properties, LLC for the demolition of an existing 2,850 sq. ft. portion of the existing manufacturing/machine shop building and the construction of a new 4,800 sq. ft. addition in its place in the Industrial district. Jeff Kussow explained that no additional outdoor storage of equipment or materials is proposed with this project, but per Sec. 26.310(5) of the Town Site Plan Ordinance, the Town may require all outdoor storage to be screened from VFW Park and STH 55 with a fence, vegetation, berm, or combination thereof. Jeff Kussow explained that the Town will need to approve the roofing materials since the roof of the proposed addition is a flat roof. Jeff Kussow explained that the exterior wall materials of the proposed addition (insulated metal wall panels) will match the existing building, but the proposed wall materials facing north do not comply with Section 26.311(6) of the Town Site Plan Ordinance unless the Town approves the proposed exterior wall materials via the "other materials as approved" provision. Jeff Kussow explained that the existing and proposed use of the building/property is consistent with the Town Comprehensive Plan and Outagamie County zoning requirements. Jeff Kussow recommended conditional approval of the Site Plan. The Plan Commission discussed the Site Plan Application and determined that the roofing material and exterior wall materials are acceptable as proposed.*  
*Motion by Commissioner Evers with second by Commissioner McKenna to approve the Site Plan for a 4,800 sq. ft. addition to the existing manufacturing/machine shop building, subject to the following three (3) conditions:*
  1. *The project shall comply with all applicable local, state, and federal codes/ordinance.*
  2. *All outdoor storage shall be screened from VFW Park with a fence. The cost of the fence shall be shared between the property owner and Town.*
  3. *Any substantial changes or additions to the site plan and/or building plans must be reviewed and approved by the Plan Commission and Town Board in accordance with the requirements of the Town of Freedom Site Plan Ordinance. Determination of whether a change or addition is substantial shall be at the discretion of the Town Engineer and/or Town Planner.**Vote: 6 Yes 0 No Motion Carried*

6. CONSIDERATION OF SITE PLAN APPLICATION FOR A NEW COMMERCIAL STORAGE/MINI-STORAGE ESTABLISHMENT; JERRY VAN LANEN; PIN 090-0620-03 (SOUTHEAST CORNER OF SCHMIDT RD/COUNTY RD E INTERSECTION); SCHMIDT RD –

*Jeff Kussow, Cedar Corporation, explained the Site Plan Application submitted by Jerry Van Lanen for a new commercial storage/mini-storage establishment in the Local Commercial district. Jeff Kussow explained that the proposed development consists of 9 total commercial storage/mini-storage buildings (two 40 ft. x 300 ft. buildings, six 48 ft. x 250 ft. buildings, and 1 irregular shape 72 ft. x 167 ft. building), on-site parking areas, and a stormwater pond. Jeff Kussow provided the Commission with a revised lighting plan submitted by the applicant on 3/9/22. Jeff Kussow stated that it was his opinion that the lighting plan met the purpose and intent of Section 26.307 of the Town Site Plan Ordinance. Jeff Kussow explained that the proposed site landscaping does not comply with Section 26.308 of the Town Site Plan Ordinance, but the applicant is requesting approval of the proposed landscaping plan as allowed per Section 26.308(5)(f) of the Town Site Plan Ordinance. Jeff Kussow explained that 12' x 40' and 12' x 48' parking stalls are proposed for the temporary placement of portable storage containers, and that these parking stalls may be considered as outdoor storage and prohibited per Section 26.310 of the Town Site Plan Ordinance. Jeff Kussow explained that the exterior wall materials of the buildings (steel wall panels with 36" high brick wainscot on the road-side of the buildings) do not comply with Section 26.311(5) of the Town Site Plan Ordinance unless the Town approves the proposed exterior wall materials via the "other materials as approved" provision. Jeff Kussow explained that the proposed use of the property is consistent with the Town Comprehensive Plan and Outagamie County zoning requirements. Jeff Kussow provided the Plan Commission with suggested conditions if the Plan Commission determines that the roofing materials, exterior building materials, and overall site plan are adequate*

*Chairman Conrad opened up the meeting for public comment on the proposed Site Plan Application. Prior to any person in attendance providing public comment, Jeff Kussow read an email from Brad and Sarah Wyngaard and a letter from Craig and Leann Vosters received by the Town, both in opposition of the Site Plan Application and proposed project.*

*Residents stated they did not like the location of the storage units, and it needed to be put somewhere else, perhaps in the Industrial Park. Others stated they did not want it in their backyard or on the main drag as people are driving into Freedom. Others were concerned about their childrens' safety along with their general safety.*

*Jason Gallmeier had Jerry Van Lanen on speaker phone and Jerry was able to hear the conversations being said. Jerry Van Lanen addressed some of the concerns expressed by people in attendance and stated that he has storage units in other municipalities and has not had issues in the past. Jerry Van Lanen stated he does provide cameras on the buildings and has part-time workers at the facilities.*

*The Plan Commission was generally opposed to the proposed project due to the location and Residents' concerns.*

*The Plan Commission discussed the Site Plan Application and proposed project further and decided to table the application for review at the April Plan Commission meeting. Chairman Conrad stated that he will set up a meeting with the applicant and Town staff and officials to discuss alternative locations within the Town for the proposed development.*

7. PRELIMINARY REVIEW OF COUNTRY FIELDS PLAT; FOX CITIES DEVELOPMENT LLC; PIN 090-0619-00 & 090-0633-00; SCHMIDT RD –

*Tim Wittman of Davel Engineering, and Jason Vandenberg of Fox Cities Development, LLC introduced the Country Fields subdivision concept plan consisting of 72 lots. Jeff Kussow, Cedar Corporation, stressed the need for sidewalk development within the subdivision for pedestrian travel and safety. The Plan Commission is recommending a sidewalk along one side of road through the subdivision to connect with the trail in Lions Park. The Commission discussed road names and the potential need to require re-addressing of existing*

**homes east of the subdivision. The Commission directed Jeff Kussow to work with the County to see if there is a way to avoid re-addressing of existing homes.**

**The applicants will be submitting rezoning and preliminary plat applications to the Town for review at the April Plan Commission meeting.**

8. OTHER PROJECT UPDATES/TIMELINES

- A. FUTURE ROADS MAPPING FOR UPDATE TO TOWN COMPREHENSIVE PLAN FUTURE LAND USE MAP AND OFFICIAL MAP –

**Jeff Kussow, Cedar Corporation, informed the Commission that the public hearing for adoption of the Official Map amendments is tentatively scheduled for the May Plan Commission meeting.**

- B. TOWN OPEN SPACE AND RECREATION PLAN UPDATE –

**Jeff Kussow, Cedar Corporation, informed the Commission that a Park Committee meeting is scheduled for March 15<sup>th</sup>.**

- C. INDUSTRIAL PARK EXPANSION –

**Nothing to report.**

- D. OTHERS –

**Jeff Kussow, Cedar Corporation, explained that he has met with the owner of the Field of Scenes property regarding potential redevelopment of the property for commercial/industrial uses.**

9. BUILDING PERMITS –

**Building Permit spreadsheet given to the Board from Clerk prior to meeting.**

10. SANITARY DISTRICT REPORT –

**Chris Evers stated that the water Tower is now completed. They are still trying to determine what the issue is on Ludwig Street, and they are still waiting on the pump and haven't heard anything.**

11. FUTURE MEETING SCHEDULE –

**As of now, it is tentatively scheduled for April 13, 2022 at 5:30 p.m.**

12. ADJOURN –

**Motion by Commissioner Reinke with second by Commissioner Mashlan to adjourn at 7:37 p.m.**

Respectfully Submitted,

Jennifer Andersen, Clerk/Treasurer