

## REPORT OF THE PLANNING COMMISSION

Date of Meeting: January 8, 2024

Report #1

The Planning Commission met at 4:00 p.m. on January 8, 2024 in the Council Chambers at City Hall. It was also streamed live on the City of Wisconsin Rapids Facebook page and broadcast live on Charter Cable Channel 985 and Solarus HD Cable Channel 3. Members present in the Chambers included Chairperson Shane Blaser, Ryan Austin, Lee Thao and Eric Daven; Jeff Marutz and Thad Kubisiak were excused. Ben Goodreau attended virtually. Also present in the Chambers were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Alderperson Dennis Polach, Joe Eichsteadt and Jason Seymour.

The meeting was called to order at 4:00 p.m.

1. Approval of the report from December 4, 2023, Planning Commission meeting.

Motion by Thao to approve the report from December 4, 2023, Planning Commission meeting; second by Daven.

Motion carried (4 – 0)

2. **Request from the Engineering Department** to dedicate parkland property from Witter Park, addressed as 681 Chestnut Street (Parcel ID 3407850), for the purpose of right-of-way, totaling approximately 1,411.04 square feet and as depicted on the attached Lincoln Street Transportation Project Plat 2022-14; and recommend to the Council a resolution dedicating said property. (See attached Resolution)

Motion by Austin to approve the request to dedicate parkland property from Witter Park, addressed as 681 Chestnut Street (Parcel ID 3407850), for the purpose of right-of-way, totaling approximately 1,411.04 square feet and as depicted on the attached Lincoln Street Transportation Project Plat 2022-14; and recommendation to the Council for a resolution dedicating said property; second by Blaser.

Motion carried (4 – 0)

3. **23-001248; Engineering Department** - request for Site Plan Review to perform site improvements at 40 North Fourth Avenue (Parcel ID 3402593 and Parcel ID 3402594).

Carrie Edmonson provided background information and a synopsis of the proposal. Approval was recommended with the conditions outlined in the staff report.

Motion by Blaser to approve the request for Site Plan Review to perform site improvements at 40 North Fourth Avenue (Parcel ID 3402593 and Parcel ID 3402594), subject to the following conditions:

1. A revised landscape plan must be submitted for review and approval by the Community Development Department.
2. All applicable right-of-way and stormwater permits must be obtained through the Engineering Department.
3. All applicable permits through the City shall be obtained.
4. Community Development Department staff shall have the authority to approve minor modifications to the plans.

Second by Austin

Ben Goodreau joined the meeting.

Motion carried 4 – 0 – 1, Eric Daven abstained)

4. **23-001206; City of Wisconsin Rapids** – public hearing and action on a request to amend Chapter 11 - Zoning Ordinance, Appendix A and Appendix B, specifically relating to personal storage facilities, to modify the land use definition and allow the use with a conditional use permit in the General Commercial (B-2) District.

Carrie Edmondson provided a review of the request and recommended approval.

Public hearing opened at 4:15 p.m.

Speaking against: none

Speaking in favor: none

Public hearing closed at 4:16 p.m.

Ryan Austin had a question about the minimum lot area required for storage facilities to which Mrs. Edmondson replied.

Motion by Daven to approve the request to amend Chapter 11 - Zoning Ordinance, Appendix A and Appendix B, specifically relating to personal storage facilities, to modify the land use definition and allow the use with a conditional use permit in the General Commercial (B-2) District.; second by Austin.

Motion carried (5 – 0)

5. **23-001207; City of Wisconsin Rapids** – public hearing and action on a request to amend Chapter 11 – Zoning Ordinance; Appendix B, to amend the land use description of mobile vending and permit an exception within residential zoning districts.

Kyle Kearns provided a summary of the request.

Public hearing opened at 4:19 p.m.

Speaking against: none

Speaking in favor: none

Public hearing closed at 4:20 p.m.

Jason Seymour asked for clarification about the requirements for refrigeration and freezers for ice cream vendors, to which Mr. Kearns replied.

Motion by Blaser to approve the request to amend Chapter 11 – Zoning Ordinance; Appendix B, to amend the land use description of mobile vending and permit an exception within residential zoning districts; second by Daven.

Motion carried (5 – 0)

6. Adjourn

Motion by Austin to adjourn the meeting; second by Daven.

Motion carried (5 – 0)

Meeting adjourned at 4:21 p.m.

Respectfully Submitted by Erika Esser, Secretary