



**Community Development
Department**
City of Wisconsin Rapids
444 West Grand Avenue
Wisconsin Rapids, WI 54495
Ph: (715) 421-8228

REPORT OF THE PLANNING COMMISSION

Date of Meeting: August 7, 2023

Report #1

The Planning Commission met at 4:00 p.m. on August 7, 2023 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 included Chairperson Shane Blaser, Ryan Austin, Eric Daven, Ben Goodreau and Jeff Marutz; Thad Kubisiak and Lee Thao were absent. Also present were Alderpersons Tom Rayome and Dennis Polach, Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Ron Polum, Diane Polum, Jonathan Ruder, Ralph Hamel, and Gloria Rayles. Tracy Traut, Tim Randall, Alex Mayou, and Jeremy Cynkar attended remotely via Zoom.

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

1. Approval of the report from July 6 & July 20, 2023, Planning Commission meetings.

Motion by Austin to approve the report from July 6 & July 20, 2023, Planning Commission meetings; second by Daven.

Motion carried (5 – 0)

2. **23-000524; Badger Land Survey, LLC.** – request for a Certified Survey Map to create two lots from three at 1431 Second Street North (Parcel ID 3405492) and dedicate right-of-way on First Street North.

Kyle Kearns provided a brief summary of the request. Approval was recommended.

Motion by Daven to approve the request for a Certified Survey Map to create two lots from three at 1431 Second Street North (Parcel ID 3405492) and dedicate right-of-way on First Street North as presented; second by Goodreau.

Motion carried (5 – 0)

3. **23-000535; WISC RAPIDS 4540 8th South WI LLC** - request for a Certified Survey Map to create three lots from two at 4540 Eighth Street South and 710 Ruby Avenue (Parcel ID 3414195 and 3414178) and dedicate right-of-way on Eighth Street South.

Kyle Kearns provided a brief summary of the request. Approval was recommended.

Motion by Marutz to approve the request for a Certified Survey Map to create three lots from two at 4540 Eighth Street South and 710 Ruby Avenue (Parcel ID 3414195 and 3414178) and dedicate right-of-way on Eighth Street South; second by Blaser.

Motion carried (5 – 0)

4. **23-000679; TAM Acquisitions** – request for a Certified Survey Map to create two lots from one at 2730 Eighth Street South (Parcel ID 3412599) and dedicate right-of-way on Eighth Street South and Grove Avenue.

Kyle Kearns provided a brief summary of the request. Approval was recommended.



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Motion by Austin to approve the request for a Certified Survey Map to create two lots from one at 2730 Eighth Street South (Parcel ID 3412599) and dedicate right-of-way on Eighth Street South and Grove Avenue; second by Marutz.

Motion carried (5 – 0)

5. **23-000516; Ron and Diane Polum** – request for a Special Exception to exceed the floor area of attached garage maximum in the Mixed Residential (R-2) district at 4410 Ridgeview Lane (Parcel ID 3414540).

Carrie Edmondson provided background information of the property and a synopsis of the request. Approval was recommended.

Associate Planner Edmondson answered Eric Daven’s question about the calculated square footage.

Motion by Blaser to approve the request for a Special Exception to exceed the floor area of attached garage maximum in the Mixed Residential (R-2) district at 4410 Ridgeview Lane (Parcel ID 3414540); second by Goodreau.

Motion carried (5 – 0)

6. **23-000658; Marshfield Clinic** – request for an amendment to a previous Site Plan Review to modify the site configuration at 220 & 440 24th Street South (Parcel ID 3410784).

Kyle Kearns provided a summary of the request. Approval was recommended subject to the conditions outlined in the staff report.

Mr. Goodreau and Mr. Daven had questions about the helicopter landing pad to which Kyle Kearns and Tracy Traut responded.

Motion by Austin to approve the request for an amendment to a previous Site Plan Review to modify the site configuration at 220 & 440 24th Street South (Parcel ID 3410784) subject to the conditions outlined in the staff report:

1. Applicable permits through the City shall be obtained.
2. Community development staff shall have the authority to approve minor modifications to the plans.

Second by Daven

Motion carried (5 – 0)

7. **23-000677; Alternative Edge** - request for a Site Plan and Architectural Review to construct an accessory structure at 711 Peach Street (Parcel ID 3407884)

Carrie Edmondson provided a review of the request. Approval was recommended with the conditions outlined in the Staff report.

Motion by Goodreau to approve the request for a Site Plan and Architectural Review to construct an accessory structure at 711 Peach Street (Parcel ID 3407884) subject to the conditions in the Staff report:



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1. The accessory building shall be placed on a stable foundation and anchored appropriately, to be approved by the Community Development Department.
2. Applicable permits through the City shall be obtained.
3. Community Development Department staff shall have the authority to approve minor modifications to the plans.

Second by Marutz

Motion carried (5 – 0)

- 8. 23-000682; Tim Randall** – request for a Site Plan Review to construct a restaurant and drive-up service window and associated site improvements at 2730 8th Street South (Parcel ID 3412599).

Carrie Edmondson provided a review of the request. Approval was recommended with the conditions outlined in the staff report.

Mrs. Edmondson and Mr. Kearns answered Mr. Daven’s question about the north property line, the parking stalls, directional signage, the median and crosswalks.

Motion by Marutz to approve the request for a Site Plan Review to construct a restaurant and drive-up service window and associated site improvements at 2730 8th Street South (Parcel ID 3412599) subject to the conditions outlined in the staff report:

1. This approval is contingent upon the final approval of the Certified Survey Map dividing Parcel 3412599 into two parcels.
2. Directional signage to indicate one-way flow shall be installed.
3. Applicable permits for signage, subject to review and approval by the Community Development Department, shall be obtained.
4. Applicable right-of-way permits shall be obtained, to be reviewed and approved by the Department of Public Works.
5. All applicable building and stormwater permits through the City of Wisconsin Rapids shall be obtained.
6. The Community development department shall have the authority to approve minor modifications to the plans

Second by Daven

Motion carried (5 – 0)

- 9. 23-000621; City of Wisconsin Rapids** – public hearing and action on a request to amend Chapter 11 – Zoning Ordinance, specifically Article 6 Division 3 Sections numbering and 11.06.65 - Driveways, including modifications to dimensional standards.

Carrie Edmondson explained the request, recommending approval .

Public hearing opened at 4:33 p.m.

Speaking against: none

Speaking in favor: none



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Public hearing closed at 4:33 p.m.

Motion by Goodreau to approve the request to amend Chapter 11 – Zoning Ordinance, specifically Article 6 Division 3 Sections numbering and 11.06.65 - Driveways, including modifications to dimensional standards; second by Blaser.

Motion carried (5 – 0)

10. 23-000657; City of Wisconsin Rapids – action on a request for an amendment to the City’s Municipal Code, Chapter 46 – Sign Code, to clarify language for civic event banner requirements.

Carrie Edmondson provided background information on the item, recommending approval.

Kyle Kearns answered Mr. Daven’s question regarding other banner regulations in the right of way.

Motion by Austin to approve the request for an amendment to the City’s Municipal Code, Chapter 46 – Sign Code, to clarify language for civic event banner requirements; second by Goodreau.

Motion carried (5 – 0)

11. Conceptual Project Review – 38-acre site north of County Highway Z, between 12th Street South and 16th Street South (Town Parcel ID 0700910 and 0700910A).

Kyle Kearns provided a synopsis of the item.

Mr. Austin and Tom Rayome requested additional history and information regarding the Highway 54 bypass, to which Kyle Kearns responded. Commissioners provided positive feedback regarding the prospect of the outlined future development in the City.

Motion by Goodreau to approve the Concept Plan for a 38-acre site north of County Highway Z, between 12th Street South and 16th Street South (Town Parcel ID 0700910 and 0700910A); second by Austin.

Motion carried (5 – 0)

12. Adjourn

Motion by Marutz to adjourn the meeting; second by Goodreau.

Motion carried (5 – 0)

Meeting adjourned at 4:53 p.m.

Respectfully Submitted by Erika Esser, Secretary