

REPORT OF THE PLANNING COMMISSION

Date of Meeting: February 1, 2021

Report #1

The Planning Commission met at 4:00 p.m. on February 1, 2021 within the Council Chambers at City Hall and via remote audio conferencing. Due to the pandemic, social distancing guidelines and masks were required for in-person participation. Members present included Chairperson Shane Blaser, Jay Bemke, Shane Burkart, Lee Thao, Daniel Hanson, Tom Brey, and Susan Feith. Others in attendance were Alderperson Thomas Rayome, Larry Koopman, Tom Altman, Ryan Erdman, and Craig Broeren.

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

1. Approval of the reports from the January 4 and January 19, 2021 Plan Commission meeting

Motion by Bemke, second by Hanson to approve the reports from the January 4 and January 19, 2021 Plan Commission meeting.

Motion carried (7 – 0)

2. **PLAN-21-0036; Lambert-Lee & Associates** — request for Certified Survey Map approval for the creation of two lots, located at 4420 Ridgeview Lane (Parcel ID 3414540)

Motion by Feith, second by Hanson, to approve the request for a Certified Survey Map for the creation of two lots, located at 4420 Ridgeview Lane.

Motion carried (7 – 0)

3. **PLAN 21-0038; Department of Public Works** — request for Certified Survey Map approval for the creation and purchase of two outlots and the dedication of property as public road right-of-way, located at 2321 Jefferson Street (Parcel ID 3400755)

Motion by Blaser, second by Bemke, to approve the request for a Certified Survey Map approval for the creation and purchase of two outlots and the dedication of property as public road right-of-way, located at 2321 Jefferson Street.

Motion carried (7 – 0)

4. **PLAN-21-0032; Wood Trust Bank** — request for an architectural review to perform façade improvements to the building at 181 2nd Street South (Parcel ID 3408123-3), which falls within the Downtown Design Overlay District

Staff recommended approval of the request, excluding the limitations outlined in condition #2 of the staff report pertaining to the prohibition of dark, frosted, or tinted glass on the first-floor elevations.

Motion by Bemke, second by Feith, to approve the façade improvements to the building at 181 2nd Street South subject to the following conditions:

1. Window framing/trim shall match in color to the bronze ACM panels; an anodized aluminum frame shall be permitted.
2. Minor modifications to the façade improvements can be approved by the Community Development Department.

Motion carried (7 – 0)

5. **PLAN-21-0027; Wisconsin Rapids Public School District** — request to consider a petition for direct annexation by unanimous approval of approximately 4.094 acres from the Town of Grand Rapids, located at an unaddressed parcel on Grove Avenue, East of 16th Street South (Town Parcel ID 0700640), and to temporarily zone the parcel Institutional District (I-1).

A Commission member asked about the future of Grove Avenue to which staff responded.

Motion by Brey, second by Blaser to accept the request to consider a petition for direct annexation by unanimous approval of approximately 4.094 acres from the Town of Grand Rapids at the unaddressed parcel (Town Parcel ID 0700640) and to temporarily zone the parcel as Institutional District (I-1).

Motion carried (7 – 0)

6. **PLAN-20-1020; Wisconsin Rapids School District** — Site Plan Review and Architectural Review to expand the outdoor recreational facilities at 1801 16th Street South (Parcel ID 3414751)

Motion by Brey, second by Burkart, to approve Site Plan Review and Architectural Review to expand the outdoor recreational facilities at 1801 16th Street South, subject to the following conditions:

1. The site plan review approval shall only apply to those lands within the City of Wisconsin Rapids. However, if annexation of adjacent property occurs prior to the construction of improvements, this review approval shall extend to such annexed lands as shown.
2. Applicable building and stormwater permits, state and local, shall be obtained.
3. The applicant shall submit an updated landscaping plan meeting the total landscape point requirement and properly placing street frontage landscaping, to be reviewed and approved by the Community Development Department.
4. A minimum 5-foot parking lot setback shall be required from the street front property line.
5. Lights for the outdoor recreational facility shall be turned off no later than one hour after an event.
6. Any large refuse storage shall be enclosed and constructed of brick or metal panels matching the concession and press box building(s).
7. The Department of Public works shall review and approve the driveway for the parking lot expansion.
8. Minor modifications to the plan shall be permitted to be reviewed and approved by the Community Development Department.



Motion carried (7 – 0)

7. **Public hearing and action on PLAN-21-0039; Community Development Department** — request for an amendment to Chapter 11, Zoning Code, of the City’s Municipal Code, to define Truck Stop and place it within zoning districts.

Public hearing opened at 4:28 p.m.

Speaking in favor: none

Speaking against: none

Public hearing closed at 4:29 p.m.

Motion by Bemke, second by Hanson, to approve the request for an amendment to Chapter 11, Zoning Code, of the City's Municipal Code, to define Truck Stop and place it within zoning districts.

Motion carried (7 – 0)

- 8. Public hearing and action on PLAN-21-0040; Community Development Department** — request for an amendment to Chapter 11, Zoning Code, of the City's Municipal Code, do define Food Pantry and place it within zoning districts.

Public hearing opened at 4:32 p.m.

Speaking in favor: none

Speaking against: none

Public hearing closed at 4:33 p.m.

Motion by Bemke, second by Hanson, to approve the request for an amendment to Chapter 11, Zoning Code, of the City's Municipal Code, do define Food Pantry and place it within zoning districts.

Motion carried (7 – 0)

- 9. Adjourn**

Bemke motioned to adjourn, followed by a second from Hanson.

Motion carried (7 – 0)

Meeting adjourned at 4:34 p.m.