

## REPORT OF THE PLANNING COMMISSION

Date of Meeting: February 6, 2023

### Report #1

The Planning Commission met at 4:00 p.m. on February 6, 2023 in the Council Chambers at City Hall. Members present included Chairperson Shane Blaser, Lee Thao, Eric Daven, Ryan Austin, Susan Feith and Ben Goodreau; Thad Kubisiak was absent. Also present were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Alderpersons Dennis Polach and Jay Bemke, Tom Richards as well as several other attendees as listed on the sign-in sheet.

The meeting was called to order at 4:02 p.m.

**1. Approval of the report from the January 9, 2023, Plan Commission meeting**

Motion by Austin to approve the report from the January 9, 2023 Plan Commission meeting; second by Feith.

Motion carried (5 – 0)

Ben Goodreau joined the meeting.

**2. Animal Medical and Surgical Clinic of Wisconsin Rapids – 23-000007:** request for a site plan review to perform site improvements at 1210 River Run Drive (Parcel ID 3411865)

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

Susan Feith asked about the feasibility of a sidewalk review due to the increased traffic. Larry Koopman addressed the sidewalk situation in addition to lighting requirements and fencing issues.

Motion by Blaser to approve the request for a site plan review to perform site improvements at 1210 River Run Drive (Parcel ID 3411865), subject to the following conditions:

1. Proper signage shall be installed identifying vehicle directions.
2. A permanent parking agreement detailing the off-site parking and the shared parking must be submitted to the City Attorney for approval.
3. A copy of the approved parking agreement must be submitted and recorded in the Wood County register of deeds and a copy must be filed with the Community Development Director.
4. An easement shall be recorded for Parcel No. 3411868 permitting pedestrian ingress and egress for travel between Parcel No. 3411869 and Parcel No. 3411865 and filed with the Community Development Director.
5. Light from the parking area shall not exceed 0.2 foot-candles at a neighboring commercial property line and 0.1 footcandles at the neighboring residential property line.
6. All applicable right-of-way and stormwater permits must be obtained through the Engineering Department.
7. Stormwater management must comply with Chapters 32 and Chapter 35 of the Municipal Code during and after construction.
8. All applicable permits through the City shall be obtained.
9. Community Development Department staff shall have the authority to approve minor modifications to the plans.

Second by Austin

Motion carried (6 – 0)

- 3. Cool Investment LLC (Tom Richards) – 23-000041:** public hearing and action on a request for a conditional use permit to establish retail sales, more than 40,000 square feet and construct a building addition at 1100 East Riverview Expressway (Parcel ID 3411796)

Kyle Kearns summarized the findings of the analysis for the request. Approval was recommended with the conditions outlined in the staff report.

Public hearing opened at 4:23 p.m.

Speaking in favor:

-Tom Richards, Cool Investment LLC

-Bruce King, 1111 20<sup>th</sup> Place

Speaking against: none

Public hearing closed at 4:27 p.m.

Eric Daven had questions about the addition to the property, the loading dock and landscaping requirements to which Kyle Kearns and Tom Richards responded.

Motion by Austin to approve request for a conditional use permit to establish retail sales, more than 40,000 square feet and construct a building addition at 1100 East Riverview Expressway (Parcel ID 3411796): subject to the following conditions:

1. EIFS shall be permitted as an architectural decorative element within the building façade.
2. The metal canopy encroachment shall be recognized, approved, and maintained by way of a written easement and encroachment agreement between both property owners. The encroachment shall not exceed five (5) feet. The easement agreement shall be recorded.
3. Lighting from the development shall not exceed 0.1 foot-candles at neighboring residential property lines or 0.2 foot-candles at neighboring commercial property lines, except where shared parking and cross-access occurs between commercial uses.
4. Applicable building and stormwater permit (state and local) shall be obtained.
5. Minor modifications to the plan shall be permitted to be reviewed and approved by the Community Development Department.

Second by Daven

Motion carried (6 – 0)

- 4. Cool Investment LLC (Tom Richards) – 23-000029:** request for a site plan review to perform site improvements at 1000 Riverview Expressway (Parcel ID Number 3411793)

Mr. Kearns provided a summary of the item and recommended approval with the conditions outlined in the staff report.

Motion by Daven to approve the request for a site plan review to perform site improvements at 1000 Riverview Expressway (Parcel ID Number 3411793), subject to the following conditions:

1. Details for a refuse enclosure constructed of brick, textured concrete masonry units, and/or wood shall be provided, to be approved by the Community Development Department.
2. All applicable right-of-way and stormwater permits must be obtained through the Engineering Department.
3. Stormwater management must comply with Chapters 32 and Chapter 35 of the Municipal Code during and after construction.
4. All applicable permits through the City shall be obtained.
5. Community Development Department staff shall have the authority to approve minor modifications to the plans.

Second by Austin

Motion carried (6 – 0)

- 5. Cool Investment LLC (Tom Richards) – 23-000040:** request for a sign exception to install additional signage on an off-premise sign at 1335 8<sup>th</sup> Street South (Parcel ID 3411785)

Kyle Kearns summarized the request and recommended approval subject to the conditions outlined in the staff report.

Susan Feith offered suggestions on the reconfiguration of the sign and Mr. Richards responded.

Motion by Feith to approve the request for a sign exception to install additional signage on an off-premise sign at 1335 8<sup>th</sup> Street South (Parcel ID 3411785), subject to the following conditions:

1. Copy within the existing cabinets shall be permitted to be changed.
2. The property owner is responsible to abide by all City Sign Code regulations, and any unified signage agreements or similar agreements shall be regulated privately.

Second by Thao

Motion carried (6 – 0)

- 6. Cool Investment LLC (Tom Richards) – 23-000039:** request for a sign exception to install an off-premise sign in an outlot at 1140 East Riverview Expressway (Parcel ID 3411798)

Kyle Kearns provided a review of item 23-000039 recommending approval with the conditions indicated in the staff report.

Motion by Daven to approve the request for a sign exception to install an off-premise sign in an outlot at 1140 East Riverview Expressway (Parcel ID 3411798), subject to the following conditions:

1. No additional tenants shall be added to the sign and no additional freestanding signs shall exist on the property.
2. Copy within the existing cabinets shall be permitted to be changed.
3. The property owner is responsible to abide by all City Sign Code regulations, and any unified signage agreements or similar agreements shall be regulated privately.

Second by Austin

Motion carried (6 – 0)

- 7. Immanuel Lutheran Church and School – 23-000032:** action on a request for an amendment to the City's Comprehensive Plan, specifically map 7-2 Future Land Use Map, to reclassify an unaddressed

parcel at the northeast intersection of 24<sup>th</sup> Street South and County Highway W (Parcel ID 3409225) and a portion of 1501 24<sup>th</sup> Street South (Parcel ID 3409200) from a Commercial land use classification to a Governmental/Public/Institutional land use classification

*Item withdrawn; no action taken.*

- 8. Immanuel Lutheran Church and School – 23-000032:** public hearing and action on a request for a zoning map amendment to rezone an unaddressed parcel at the northeast intersection of 24<sup>th</sup> Street South and County Highway W (Parcel ID 3409225) and a portion of 1501 24<sup>th</sup> Street South (Parcel ID 3409200) from R-2 Mixed Residential District to I-1 Institutional District

*Item withdrawn; no action taken.*

- 9. City of Wisconsin Rapids – 23-000022:** request to annex city owned territory, including right-of-way, totaling 3.975 acres in size from the Town of Grand Rapids, located at 2420 Saratoga Street, 2440 Saratoga Street, 2540 Saratoga Street, and 2620 Saratoga Street (Town Parcel ID Numbers 0700279, 0700279B, 0700279A, and 0700278), and to temporarily zone the parcels Mixed Use Commercial district (B-5)

Carrie Edmondson provided a summary of the request, recommending approval.

Eric Daven asked about landlock issues for the Town of Grand Rapids to which Kyle Kearns responded.

Motion by Blaser to approve the request to annex city owned territory, including right-of-way, totaling 3.975 acres in size from the Town of Grand Rapids, located at 2420 Saratoga Street, 2440 Saratoga Street, 2540 Saratoga Street, and 2620 Saratoga Street (Town Parcel ID Numbers 0700279, 0700279B, 0700279A, and 0700278), and to temporarily zone the parcels Mixed Use Commercial district (B-5)

Second by Daven

Motion carried (6 – 0)

- 10. Adjourn**

Motion by Thao to adjourn; second by Daven

Motion carried (6 – 0)

Meeting adjourned at 5:09 p.m.

Respectfully Submitted by Erika Esser, Secretary