

REPORT OF THE PLANNING COMMISSION

Date of Meeting: May 2, 2022

Report #1

The Planning Commission met at 4:00 p.m. on May 2, 2022 in the City of Wisconsin Rapids Council Chambers, 444 West Grand Avenue, and via remote audioconferencing. Members present included Chairperson Shane Blaser, Lee Thao, Eric Daven, Ryan Austin, Ben Goodreau, and Susan Feith attended via Zoom. Shane Burkart was absent. Also in attendance were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Mario Dickens, Larry Koopman, Keith Luetke, Jeff Mesaphol, and Keith Borski. Others attending via Zoom were Matt Adas, JT Sachs, Troy Case, Dan Gunsteen, and one unidentified participant.

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

1. Approval of the report from the April 18, 2022 Plan Commission meeting

Motion by Goodreau to approve the reports from the April 18 Plan Commission meeting; second by Daven.

Motion carried (6 – 0)

2. Vandewalle & Associates – Wisconsin Rapids Recovery & Redevelopment Plan Update

Community Development Director Kyle Kearns provided information regarding the upcoming planning charette for the project on May 10 at 5:00 p.m. in the Aquatic Center Community Room, and the tentatively scheduled public visioning workshop for June 1st.

3. Election of a Vice Chairperson

Motion by Goodreau to nominate Ryan Austin as Vice Chairperson for the Plan Commission; second by Feith. Mr. Austin accepted the nomination. No members were opposed.

Motion by Blaser to appoint Ryan Austin as Vice Chairperson for the Plan Commission; second by Thao.

Motion carried (6 – 0)

4. Julie Gessert; Extraterritorial CSM – request for a Certified Survey Map to create 2 lots, which are under 5 acres, within the town of Grand Rapids. The subject property is 2840 Saratoga Street (Parcel ID 0700282)

Mr. Kearns clarified that the city has extraterritorial control for subdivision plat review but not on the zoning. He further summarized the request, recommending approval.

Motion by Daven to approve the request as presented for a Certified Survey Map to create 2 lots, which are under 5 acres, within the town of Grand Rapids. The subject property is 2840 Saratoga Street (Parcel ID 0700282); second by Austin.

Motion carried (6 – 0)

5. PLAN-22-000287; – Happy Hippo Construction, LLC – request for a Certified Survey Map to create 2 lots at 2211 8th St South (Parcel ID 3412196) and dedicate right-of way on 8th Street South, Goodnow Ave, and 10th Street South.

Kyle Kearns provided an analysis of the proposed CSM and cited the uniqueness regarding the buildings and lot line.

Larry Koopman of Lampert Lee spoke to concerns about zero lot lines, characteristics of the lot and to its future development; he encouraged commissioners to approve the request.

Motion by Goodreau to approve the request for a Certified Survey Map to create 2 lots at 2211 8th St South (Parcel ID 3412196) and dedicate right-of way on 8th Street South, Goodnow Ave, and 10th Street South, with the restrictions based on Mr. Kearns' interjection; second by Blaser.

Motion carried (6 – 0)

6. PLAN 22-000256; Dan Gunsteen – request for a site plan review to construct a car wash at 4120 8th Street South (Parcel ID 3414102).

Associate Planner Carrie Edmondson provided background information and a synopsis of the request, noting the suggested modifications from the City Engineering Department regarding ingress and egress on the site. Parking and usage issues were also addressed. Approval of PLAN-22-000256 was recommended with the conditions specified in the staff report.

Chairperson Blaser asked if the ingress/egress issues had been discussed with the applicant, to which Carrie Edmondson and Dan Gunsteen responded. Mr. Gunsteen noted his preferences to ingress/egress and the goals for the flow of operations of the car wash business. Commissioner Feith asked about the distance from 8th Street the ingress/egress on Dove Ave to which Dan Gunsteen and Engineer Matt Adas replied. Commissioner Goodreau inquired about the impact on neighboring properties and Eric Daven requested more information about property lines and fencing, to which Matt Adas replied. Conditions of ingress and egress were further discussed among the members and the applicant, as well as City Engineering approvals.

Motion by Austin to approve the request for a site plan review to construct a car wash at 4120 8th Street South (Parcel ID 3414102) with staff recommendations, in addition to the condition of a two-way ingress/egress on 8th Street South and ingress on the eastern side, subject to the following conditions:

1. A six-foot privacy fence shall be constructed along the full west property line.
2. The refuse enclosure shall match the design and colors of the primary building.
3. Sidewalks along Dove Avenue shall be installed as proposed
4. The site plan shall be amended to show ingress only for the 8th Street South driveway, or removal of the eastern most driveway on Dove Avenue.
5. A lighting plan shall be submitted for review and approval by the Community Development Department.
6. Cut-off lighting fixtures or equivalent shall be used for the development, and lighting from the development shall not exceed 0.2 foot-candles at neighboring commercial property lines.
7. Applicable permit through the City shall be obtained.
8. The site plan shall include one-way ingress on the easternmost Dove Avenue entrance, or elimination of that access subject to review and approval by the City Engineering Department.

Second by Goodreau.

Motion carried (6 – 0)

7. PLAN 22-000205; Anderson's Bulk Fuel Storage – public hearing and action on a request for a conditional use permit to construct bulk fuel storage tanks at 4000 Commerce Drive (Parcel ID 3409858)

Carrie Edmondson provided background and summarized the analysis for the request.

Public hearing opened at 4:33 p.m.

Speaking against: Keith Borski of 1421 of 48th Street North, Town of Grand Rapids, had concerns about the buffer zone, the protections that would be used regarding potential gas leaks, environmental and wildlife issues, and about noise.

Speaking in favor: none

Public hearing closed at 4:35 p.m.

Jeff Mesaphol, representing Anderson's, and Troy Case (Westmore Fluid Solutions) addressed the concerns about vapor leaks. Commissioner Daven asked about the paving on the driveway to which Jeff Mesaphol and Kyle Kearns responded. Mr. Mesaphol answered clarified about how the current operation receives LP without the installation of the tanks. Ryan Austin inquired about fencing and security, to which Troy case, Jeff Mesaphol responded. Kyle Kearns commented that the City's Interim Fire Chief did not have any concerns with the project. Mr. Case responded to Commissioner Feith's concerns regarding the interrelationship between fertilizer and propane regarding safety issues.

Motion by Daven to approve the request for a conditional use permit to construct bulk fuel storage tanks at 4000 Commerce Drive (Parcel ID 3409858), subject to the following conditions:

- 1) This approval is for the installation of three tanks. Installation of an additional storage tank would require an amendment to this conditional use permit
- 2) Any driveways, aisles, or parking that is extended or installed shall be hard surfaced (e.g., pervious concrete, asphaltic concrete, pavers or similar product).
- 3) Applicable building permits through the City shall be obtained.
- 4) Community Development staff shall have the authority to approve minor modifications to the plans.

Second by Goodreau.

Motion carried (6 – 0)

- 8. PLAN 22-0195; Mario Dickens** – public hearing and action on a request from Mario Dickens for a conditional use permit to operate a truck-trailer rental establishment at 711 East Grand Avenue (Parcel ID 3407803)

Carrie Edmondson provided background and a synopsis for the request, recommending approval with the conditions outlined in the staff report.

Public hearing opened at 4:49 p.m.

Speaking against: Keith Leutke, representing Robert Hewitt of 122 8th Street South, expressed concerns about signage and the layout of the map, employee parking, vehicle sales and truck rentals.

Speaking in favor: none

Public hearing closed at 4:51 p.m.

Carrie Edmondson clarified the layout of the parking map. Commissioner Feith asked staff for more clarification on landscaping and screening, to which Carrie Edmondson and Kyle Kearns responded. Staff indicated that a condition of approval could be added for fencing. Commissioner Feith had additional

questions about whether the project was discussed with neighboring properties to the north, to which Kyle Kearns responded. Ms. Edmonson answered member Feith's questions about signage as well. Mario Dickens and Carrie Edmondson addressed Commissioner Daven's concerns about parking and pavement.

Motion by Austin to approve the request for a conditional use permit to operate a truck-trailer rental establishment at 711 East Grand Avenue (Parcel ID 3407803) subject to the following conditions:

1. All applicable building permits must be obtained, and occupancy granted before commencing business operations.
2. The conditional use permit shall be reviewed by Community Department Staff within one year of approval to ensure compliance. If determined to be out of compliance the use shall be reviewed by the Plan Commission.
3. The premise shall be kept clean and orderly.
4. The applicant shall submit an updated site plan showing exact parking for all vehicles and drive aisles. Parking shall not impede building access or driveways and onsite circulation shall be maintained.
5. Parking must be striped consistent with the approved site plan and applicable parking standards.
6. All trucks and trailers must be parked in the area delineated below, and not within the 25-foot front yard setback along 7th Street South, E Grand Avenue, or 8th Street South nor within the 20-foot side yard setback.
7. No more than a total of 15 trucks and trailers shall be parked on the premise.
8. Trucks are limited to those that (i) have no more than two axles per unit, (ii) have a maximum box length of 17 feet, (iii) have a maximum height of 12 feet, and (iv) do not require a commercial driver's license to operate.

Second by Goodreau.

Motion carried (6 – 0)

- 9. PLAN 22-000259; Community Development Department** – public hearing and action on a request from the City of Wisconsin Rapids to amend Chapter 11-Zoning Ordinance, specifically appendix B, 5.04 – Overnight Lodging, to permit the permanent residence of an onsite manager as an accessory use within a dwelling unit.

Carrie Edmonson provided background and a review of the request. Commissioner Goodreau asked if the amendment was primarily for the inclusion of language regarding an on-site manager, to which Carrie Edmonson responded. Mr. Daven inquired about the approval processes, the method for enforcing the policy, and the 30-day stay policy to which Carrie Edmondson and Kyle Kearns responded.

Public hearing opened at 5:11 p.m.

Speaking against: none

Speaking in favor: none

Public hearing closed at 5:12 p.m.

Motion by Thao to approve the request from the City of Wisconsin Rapids to amend Chapter 11-Zoning Ordinance, specifically appendix B, 5.04 – Overnight Lodging, to permit the permanent residence of an

onsite manager as an accessory use within a dwelling unit; second by Daven.

Motion carried (6 – 0)

10. Adjourn

Motion by Austin to adjourn the meeting; second by Goodreau

Motion carried (6 – 0)

Meeting adjourned at 5:13 p.m.

Respectfully submitted by Erika Esser, Secretary