

REPORT OF THE PLANNING COMMISSION

Date of Meeting: May 6, 2024

Report #1

The Planning Commission met at 4:00 p.m. on May 6, 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 Matt Zacher, Eric Daven, Lee Thao, Ben Goodreau, Jeff Marutz, and Madalyn Palmquist. Thaddeus Kubisiak was absent. Also attending the meeting were Community Development Director Kyle Kearns, Associate Planner Lizabeth Edwardsen, Alderpersons Dennis Polach, Dean Veneman and Jeff Penzkover, Geno Carlson, Edwin Allison, and others as indicated on the meeting sign-in sheet.

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

1. Approval of the report from April 1, 2024, Planning Commission meeting.

Motion by Daven to approve the report from April 1, 2024, Planning Commission meeting; second by Thao.

Motion carried (6 – 0)

2. **24-000340; Wisconsin Rapids Public Schools (WRPS)** – public hearing and action on a request for a Conditional Use Permit Amendment to perform recreational site improvements at Wisconsin Rapids Area Middle School, 1921 27th Avenue South (Parcel IDs 3404723 and 3404725).

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

Public hearing opened at 4:05 p.m.

Speaking in favor: Edwin Allison, Building and Grounds Director WRPS

Speaking against: none

Sara Ebacher asked for clarification about the affected/wooded areas for the project, to which Mr. Kearns and Mr. Allison responded.

Public hearing closed at 4:09 p.m.

Motion by Daven to approve the request for a Conditional Use Permit Amendment to perform recreational site improvements at Wisconsin Rapids Area Middle School, 1921 27th Avenue South (Parcel IDs 3404723 and 3404725) with the recommended conditions in the staff report:

1. Applicable building and stormwater permit (state and local) shall be obtained.
2. Minor modifications to the plan shall be permitted to be reviewed and approved by the Community Development Department.

Second by Goodreau

Motion carried (6 – 0)

3. **24-000341; Wisconsin Rapids Public Schools (WRPS)** – public hearing and action on a request for a Conditional Use Permit Amendment to perform recreational site improvements at Mead Elementary School, 241 17th Avenue South (Parcel ID 3402835).

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

Public hearing opened at 4:12 p.m.

Speaking in favor:

- Edwin Allison, Building and Grounds Director WRPS
 - Joseph Myren, 1530 Alton Street, with the condition that parking issues be addressed.
- Geno Carlson responded to his concerns.

Speaking against: none

Public hearing closed at 4:17 p.m.

Motion by Thao to approve the request for a Conditional Use Permit Amendment to perform recreational site improvements at Mead Elementary School, 241 17th Avenue South (Parcel ID 3402835) with the recommended conditions in the staff report:

1. Applicable building and stormwater permit (state and local) shall be obtained.
2. Minor modifications to the plan shall be permitted to be reviewed and approved by the Community Development Department.

Second by Marutz

Motion carried (6 - 0)

4. **24-000342; Wisconsin Rapids Public Schools (WRPS)** – public hearing and action on a request for a Conditional Use Permit Amendment to perform recreational site improvements at Pitsch Early Learning Center, 501 17th Street South (Parcel ID 3406281).

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

Public hearing opened at 4:19 p.m.

Speaking in favor: Edwin Allison, Building and Grounds Director WRPS

Speaking against: none

Public hearing closed at 4:20 p.m.

Motion by Goodreau to approve the request for a Conditional Use Permit Amendment to perform recreational site improvements at Pitsch Early Learning Center, 501 17th Street South (Parcel ID 3406281) with the recommended conditions outlined in the staff report:

1. Applicable building and stormwater permit (state and local) shall be obtained.
2. Minor modifications to the plan shall be permitted to be reviewed and approved by the Community Development Department

Second by Palmquist.

Motion carried (6 – 0)

5. **24-000301; Gregg C. Hepp & Lori J. Hepp** - request for a special exception to allow an accessory building in front of a principal building in the Mixed Residential (R-2) District at 511 S 14th Street (Parcel ID 3406904).

Mr. Kearns provided background information and review of the request, recommending approval with the conditions in the staff report.

Motion by Daven to approve the request for a special exception to allow an accessory building in front of a principal building in the Mixed Residential (R-2) District at 511 S 14th Street (Parcel ID 3406904) with the conditions outlined in the staff report:

1. The detached accessory building must meet all other required standards for the Mixed Residential (R-2) District.

Second by Marutz

Motion carried (6 – 0)

6. **24-000247: Nieman’s Service Inc.** – public hearing and action on a request for a conditional use permit to construct a building addition for a towing business (vehicle repair shop) at 2141 West Grand Avenue (Parcel ID 3403426), 2111 West Grand Avenue (Parcel ID 3403425), and an unaddressed parcel on 21st Avenue South (Parcel ID 3403428).

Kyle Kearns handed out items to Commission members that were provided by the applicant after the agenda had been posted, including updated parking, landscaping, building elevations and site plans. He then proceeded to provide a summary of the request. Approval was recommended with the conditions outlined in the staff report and corresponding with the new aforementioned information supplied by the applicant.

Public hearing opened at 4:34 p.m.

Speaking in Favor: none

Amber Nieman, representing Nieman’s Service, answered member Palmquist’s question about the driveway and building layout configurations.

Speaking against: none

Public hearing closed at 4:36 p.m.

Motion by Palmquist to approve the request for a conditional use permit to construct a building addition for a towing business (vehicle repair shop) at 2141 West Grand Avenue (Parcel ID 3403426), 2111 West Grand Avenue (Parcel ID 3403425), and an unaddressed parcel on 21st Avenue South (Parcel ID 3403428) with the conditions outlined in the staff report including parking, overhead door and driveway exceptions.

1. The proposed driveway on 21st Avenue South shall be set back 50’ from the adjacent intersecting right-of-way.
2. This approval includes a reduced parking ratio, under section 11.17.03(h)(R)(3).
3. Overhead doors are permitted to face 21st Avenue South.
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)

7. **City of Wisconsin Rapids – 24-000276:** Public hearing and action on a request from the City of Wisconsin Rapids to amend Chapter 11-Zoning Ordinance, specifically Appendix C, Zoning Districts and Dimensional Standards, to adjust R-3 district standards for single family uses.

Kyle Kearns provided a review of the request, recommending approval.

Public hearing opened at 4:42 p.m.

Speaking in favor: Katy Bailey, 411 6th St S

Speaking against: none

Public hearing closed at 4:44 p.m.

Motion by Daven to approve the request from the City of Wisconsin Rapids to amend Chapter 11-Zoning Ordinance, specifically Appendix C, Zoning Districts and Dimensional Standards, to adjust R-3 district standards for single family uses as outlined in the staff report; second by Palmquist.

Motion carried (6 – 0)

8. Adjourn

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

Motion carried (6 – 0)

Meeting adjourned at 4:45 p.m.

Respectfully Submitted by Erika Esser, Secretary