

REPORT OF THE PLANNING COMMISSION

Date of Meeting: September 8, 2022

Report #1

The Planning Commission met at 4:00 p.m. on September 8, 2022 in the Council Chambers at City Hall and via remote audioconferencing. Members present included Chairperson Shane Blaser, Ryan Austin, Ben Goodreau, Eric Daven, Thaddeus Kubisiak and Susan Feith; Lee Thao was absent. Alderpersons attending the meeting were Dennis Polach, Dean Veneman, Matt Zacher, Thomas Rayome and Patrick Delaney. Also present were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, and numerous other community members as indicated on the sign-in sheet. Zoom participants included Amy Miles, Drake Hooper, Sara Hoth and two unidentified persons.

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

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

Motion by Goodreau to approve the report from the August 1, 2022, Plan Commission meeting; second by Daven.

Motion carried (4 – 0)

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

Kyle Kearns relayed that the surveys are being wrapped up and a preliminary draft plan is anticipated for the October or November Plan Commission meeting. More information about the Wisconsin Rapids Recovery & Redevelopment Plan can be found on the Community Development web page.

3. **Argil L Jackson; Extraterritorial CSM:** request for Certified Survey Map approval for the creation of 2 lots, of which are under 5 acres, within the Town of Saratoga at 8950 STH 13 South (County Parcel ID 1800159).

Kyle Kearns provided a summary of both items 3 and 4 on the agenda, recommending approval.

Susan Feith joined the meeting at this time but did not vote on items 3 and 4 as she was not present during the discussions.

Motion by Daven to approve the request for Certified Survey Map approval for the creation of 2 lots, of which are under 5 acres, within the Town of Saratoga at 8950 STH 13 South (County Parcel ID 1800159); second by Goodreau.

Motion carried (4 – 0)

4. **Joe Winkelman; Extraterritorial CSM:** request for Certified Survey Map approval for the creation of 2 lots, one of which is 5 acres, within the Town of Grand Rapids at 1721 48th Street South (County Parcel ID 0700677A).

Motion by Goodreau to approve the request for Certified Survey Map approval for the creation of 2 lots, one of which is 5 acres, within the Town of Grand Rapids at 1721 48th Street South (County Parcel ID 0700677A); second by Austin.

Motion carried (4 – 0)

Thad Kubisiak entered the meeting

5. **Carol Wunrow-Brody – 22-000952**; request for a site plan review to construct greenhouse structures and site improvements at 2320 Sampson Street (Parcel ID 3411091)

Carrie Edmondson provided a brief description of the applicant's greenhouse business and a re-cap of the most recent Zoning Board of Appeals decision. Approval of 22-000952 was recommended with the conditions outlined in the staff report.

Motion by Kubisiak to approve the request for a site plan review to construct greenhouse structures and site improvements at 2320 Sampson Street (Parcel ID 3411091), subject to the following conditions:

- 1) The trash container shall be appropriately screened from public view, to be reviewed and approved by the Community Development Department.
- 2) A landscape plan shall be submitted that includes 60 points of frontage landscape points, to be reviewed and approved by the Community Development Department.
- 3) Outdoor storage shall be screened from public view, however plants, dirt, and related items available for retail sales shall be permitted to be free of screening.
- 4) Any outdoor lighting shall not exceed 0.1 foot-candles at neighboring residential uses.
- 5) All applicable permits through the City shall be obtained.
- 6) Community development staff shall have the authority to approve minor modifications to the plans, including adjusting placement of structures as needed to meet building code requirements.

Second by Goodreau.

Motion carried (6 – 0)

6. **pb2 architecture and engineering – 22-000874**: public hearing and action on a request for a Conditional Use Permit Amendment to expand the retail use by constructing an addition onto Walmart at 4331 8th Street South (Parcel ID 3414264).

Carrie Edmondson noted the error in the staff report under 'Findings of Fact' and clarified the square footage for item 4. She provided a synopsis of the proposal and staff recommended approval with the conditions indicated in the staff report.

Public hearing opened at 4:15 p.m.

Speaking against: Brian Drollinger of 4611 10th St S. (Town of Grand Rapids)

Speaking in favor: Amy Miles, architect for pb2 architecture and engineering

Public hearing closed at 4:18 p.m.

Motion by Feith to approve the request for a Conditional Use Permit Amendment to expand the retail use by constructing an addition onto Walmart at 4331 8th Street South (Parcel ID 3414264) subject to the following conditions:

- 1) A lighting plan shall be submitted if any changes to existing lighting or increase in lighting intensity is proposed, to be reviewed and approved by the Community Development Department.
- 2) 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.
- 3) Applicable building and stormwater permit (state and local) shall be obtained.
- 4) A gate valve shall be placed on the west end of the proposed water main relocation to allow adjacent business to continue service.

- 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. **Altmann Construction Company Inc., representing Mary's Place – 22-000931:** public hearing and action on a request for a conditional use permit to renovate a building for multi-family housing and the operation of a temporary residential shelter at 520 8th Avenue South (Parcel ID 3402962)

Carrie Edmondson provided some background of the property at 520 8th Ave S. and a summary of request for a conditional use permit and the operation of a residential shelter.

Public hearing opened at 4:22 p.m.

Speaking against:

- Tori Peterson of 550 8th Ave S.
- Dennis Gaskill of 511 8th Ave S.
- Alison Gaskill of 511 8th Ave S.
- Amy Hopkins of 541 8th Ave S.

Speaking in favor:

- Jim Joyce, 125144 Cty Rd P (Edgar, WI)
- Mike Hittner of 980 1st Ave S.
- Rock Larson of 524 Old Wausau Rd (Stevens Point)
- Dean Ramsden
- Danielle Potts of 240 13th St S.
- Tom Altmann of 932 Woodland Cir. (Plover)
- Helen Streekstra of 531 Hill St.
- Jim Lucas of 1930 1st St N.
- Sara Hoth of 521 Bruce Ln.
- Doug Christenson of 400 Market St.

Public hearing closed at 4:55 p.m.

Commissioners asked questions about the organization's history and nature of services, the residents on site, security, the presence of a site manager, number of employees, maintenance of the property, curfew, typical length of stay, migratory transitional housing, residents utilizing services multiple times and tenant status meetings to which Jim Joyce (representing Mary's Place) responded. Mr. Joyce also replied to Ms. Gaskill's concerns about funding and the utilization of the grant. Alderperson Matt Zacher inquired about the sale of the property and Mr. Joyce indicated that Mary's Place would be buying the building. Kyle Kearns addressed Commissioners' concerns about the number or parking stalls, potential complaints, and the approval and the extent of the City's authority to revoke the conditional use. Mr. Kearns and Jim Lucas also addressed questions regarding building codes and state approved plans.

Motion by Blaser to approve the request for a conditional use permit to renovate a building for multi-family housing and the operation of a temporary residential shelter at 520 8th Avenue South (Parcel ID 3402962), subject to the following conditions:

- 1) Approval of the conditional use permit shall include the designation of twelve on-site parking spaces.
- 2) Any proposed parking lot reconstruction shall include one ADA approved parking space and landscape requirements, to be reviewed and approved by the Community Development Department.
- 3) Any trash containers located outside shall be concealed or suitably screened from public view, to be reviewed and approved by the Community Development Department.
- 4) Applicable building permits though the City shall be obtained.
- 5) Community Development staff shall have the authority to approve minor modifications to the plans.

Second by Goodreau.

Motion carried (5 – 1; Kubisiak voting against)

8. **City of Wisconsin Rapids – 22-000929:** public hearing and action on a request to amend Chapter 11-Zoning Ordinance, specifically Appendix A Land-Use Matrix, and Appendix B Land Uses to reclassify and define Tourist Rooming House.

Mr. Kearns provided a review of the proposed changes to Chapter 11-Zoning Ordinance regarding tourist rooming houses.

Public hearing opened at 5:30 p.m.

Speaking against: none

Speaking in favor: none

Public hearing closed at 5:31 p.m.

Mr. Kearns provided an overview of the staff memo to amend the section of Chapter 11 – Zoning pertaining to tourist rooming houses. Alderperson Patrick Delaney discussed the differences and similarities between the City’s previously-approved Conditional Use Permit for tourist rooming houses with the regulations already in place with the Wood County Department of Health and the State. The impetus and procedures for inspections and property reviews were also part of the conversations. Commissioner Feith inquired about the implications of the modification of the code to which Kyle Kearns responded. Mr. Kearns also answered questions about the City’s ability to suspend or terminate the use at a parcel if no CUP were in place.

Motion by Daven to approve the request to amend Chapter 11-Zoning Ordinance, specifically Appendix A Land-Use Matrix, and Appendix B Land Uses to reclassify and define Tourist Rooming House; second by Blaser.

Motion carried (5 – 1; Feith voting against)

9. Adjourn

Motion by Kubisiak to adjourn; second by Goodreau.

Motion carried (6 – 0)

Meeting adjourned at 5:58 p.m.

Respectfully Submitted by Erika Esser, Secretary