

REPORT OF THE PLANNING COMMISSION

Date of Meeting: October 3, 2022

Report #1

The Planning Commission met at 4:00 p.m. on October 3, 2022 in the Council Chambers at City Hall and via remote audioconferencing. Members present included Chairperson Shane Blaser, Lee Thao, Ryan Austin, Eric Daven, and Thaddeus Kubisiak. Susan Feith and Ben Goodreau attended via Zoom. Also present were Community Development Director Kyle Kearns, Alderperson Dennis Polach, Teresa Cashman, Jim Lucas, Mike Ryzewski, and Laurie Ginzl. Associate Planner Carrie Edmondson joined via Zoom, as well as one unidentified caller.

The meeting was called to order at 4:01 p.m.

1. Approval of the report from the September 8, 2022, Plan Commission meeting

Motion by Blaser to approve the report from the September 8, 2022, Plan Commission meeting; second by Austin.

Motion carried (7 – 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 November Plan Commission meeting. The consultant is being connected with the new owners of the mill to obtain more information to incorporate into the plan. More information about the Wisconsin Rapids Recovery & Redevelopment Plan can be found on the Community Development web page.

3. **Bruce P. Linzmeier; Extraterritorial CSM:** request for Certified Survey Map approval for the creation of 1 lot, within the Town of Rudolph at 6170 5th Avenue (County Parcel ID 1700345).

Mr. Kearns provided a summary of the request, recommending approval.

Motion by Austin to approve the request for Certified Survey Map approval for the creation of 1 lot, within the Town of Rudolph at 6170 5th Avenue (County Parcel ID 1700345); second by Daven.

Motion carried (7 – 0)

4. **Ginzl Insurance – 22-001034;** request for site plan and architectural review for a commercial building addition and site improvements at 540 Pepper Avenue (Parcel ID 3412534)

Carrie Edmondson provided a brief history of the property and a synopsis of the proposed site plan, recommending approval with the conditions outlined in the staff report.

Commissioner Austin had a question about the amount of site work being done compared to the size of the addition, to which Ms. Edmondson replied.

Motion by Austin to approve 22-001034, a request for site plan and architectural review for a commercial building addition and site improvements at 540 Pepper Avenue (Parcel ID 3412534), subject to the following conditions:

- 1) All exterior materials including siding, windows, doors, and lighting shall match the existing structure.
- 2) The west parking area shall be marked as employee parking only.

- 3) Screening of the west side of the parking lot shall occur. An updated landscaping plan shall be submitted for review and approval by the Community Development Department.
- 4) A lighting plan must be submitted if any new parking lot lighting is proposed.
- 5) Light from the business shall not exceed 0.1 foot-candles at all neighboring residential property lines.
- 6) One accessible ADA approved parking space nearest the commercial building must be marked and signed. Page 10 of 50 W I S C Page 2 of 6
- 7) Applicable stormwater and building permits through the City shall be obtained as required.
- 8) Community development staff shall have the authority to approve minor modifications to the plans.

Second by Daven.

Motion carried (7 – 0)

5. **Theresa Cashman – 22-001023**; request for site plan review to perform site improvements at 3820 8th Street South (Parcel ID 3413806)

Kyle Kearns noted the corrections in the packet and that this information was provided to Commissioners on September 30. An analysis of 22-001023 was provided as was the recommendation for approval of the request with the conditions outlined in the staff report.

Susan Feith made comments about her viewing and observations of the property regarding previous requests and the current one from the applicant. Member Daven had a question about past and pending site plans approvals for the property, and Mr. Goodreau inquired about the foundation for the accessory structure. The prospect of timelines for compliance was debated by commissioners; thereafter and Jim Lucas and Mr. Kearns discussed setbacks at the property.

Motion by Blaser to approve the request for site plan review to perform site improvements at 3820 8th Street South (Parcel ID 3413806), subject to the following conditions:

- 1) Proper signage shall be installed identifying vehicle directions as needed.
- 2) A landscaping plan shall be submitted, to be reviewed and approved by the Community Development Department.
- 3) The proposed improvements will need to meet the City’s Floodplain Ordinance, Stormwater Ordinances, and any other applicable City and State requirements pertaining to wetlands, floodplains, Waters of the State and navigable waterways.
- 4) A floodplain permit shall be required for improvements in the floodplain.
- 5) Light from the parking area shall not exceed 0.2 foot-candles at a neighboring commercial property line and 0.1 foot-candles at the neighboring residential property line.
- 6) Applicable permits through the City shall be obtained, including stormwater, if applicable.
- 7) Community development staff shall have the authority to approve minor modifications to the plans.

Second by Daven

Motion carried (7 – 0)

Commissioner Kubisiak left the meeting.

6. **Theresa Cashman – 22-001013**; public hearing and action on a request to amend Chapter 11 – Zoning Ordinance, specifically regarding architectural standards related to screening trash enclosures in commercial zoning districts.

Community Development Director Kearns provided a synopsis of the request for the amendment to amend Chapter 11. Staff clarified a better option for an amendment which incorporates additional requirements for refuse storage, should Plan Commission wish to pursue a change to the code.

Public hearing opened at 4:34 p.m.

Speaking in favor: Jim Lucas

Speaking against: none

Public hearing closed at 4:37 p.m.

Eric Daven inquired about the idea of obtaining a variance versus making the Code amendment and Kyle Kearns responded. Susan Feith commented about the implications of changing the Code for someone who did not comply while other businesses have met the Code standards in their construction projects. Commissioners Austin and Davin had questions about enclosure gates and opacity, to which Mr. Kearns responded. Discussions ensued as to whether exceptions to the standards should be made in Community Development or if they should be reviewed by Plan Commission.

Motion by Daven to approve the requested amendment presented by staff to Chapter 11 – Zoning Ordinance, specifically regarding architectural standards related to screening trash enclosures in commercial zoning districts, which includes changing the wording in standard (13) to *Planning Commission* versus *Zoning Administrator* and removing standard number 4.

Commissioner Feith and Austin agreed that condition number 4 should be left in the request.

Motion failed due to lack of a second.

Motion by Austin to approve the requested amendment presented by staff to Chapter 11 – Zoning Ordinance, specifically regarding architectural standards related to screening trash enclosures in commercial zoning districts, which includes changing the wording in standard (13) to *Planning Commission* versus *Zoning Administrator*, and retaining all 4 of the standards below:

- 1) The enclosure shall be located within the rear yard.
- 2) The chain link fence shall have privacy slats installed.
- 3) Landscaping, in the form of shrubs shall completely screen the enclosure at maturity and be a minimum of 50% of the enclosure height at planting, except the enclosure gate.
- 4) The enclosure gate shall be 100% opaque and made of wood, synthetic or metal materials. A chain link gate is permitted when a principal, or accessory building completely screen the gate from the right-of-way or adjacent lot.

Second by Blaser

Motion carried (4 – 2; Goodreau and Feith voting against)

7. Adjourn

Motion by Daven to adjourn; second by Thao

Motion carried (6 – 0)

Meeting adjourned at 5:03 p.m.

Respectfully Submitted by Erika Esser, Secretary