

REPORT OF THE PLANNING COMMISSION

Date of Meeting: November 6, 2023

Report #1

The Planning Commission met at 4:00 p.m. on November 6, 2023 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 included Chairperson Shane Blaser, Ryan Austin, Jeff Marutz, Lee Thao, Ben Goodreau, Thad Kubisiak and Eric Daven. Also present were Community Development Director Kyle Kearns, Associate Planner Carrie Edmondson, Alderperson Dennis Polach and others as listed on the meeting sign-in sheet.

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

1. Approval of the reports from the October 2, 2023, and October 18, 2023 Planning Commission meetings.

Motion by Austin to approve the reports from the October 2, 2023, and October 18, 2023 Planning Commission meetings; second by Goodreau.

Motion carried (7 – 0)

2. **23-000969; Kwik Trip Inc.** - request for a Site Plan and Architectural Review to construct a façade improvement, commercial building addition and associated site improvements at 2520 West Grand Avenue (Parcel ID 3401290).

Carrie Edmondson provided background information and a review of the request. Approval was recommended with the conditions indicated in the staff report.

Ben Goodreau asked questions about the truck flow path and signage, to which Scott Zietlow replied.

Motion by Goodreau to approve the request for a Site Plan and Architectural Review to construct a façade improvement, commercial building addition and associated site improvements at 2520 West Grand Avenue (Parcel ID 3401290), subject to the following conditions:

1. The exterior materials of the building addition shall be consistent with the new principal building façade.
2. A revised landscape plan shall be submitted and approved by Community Development Department staff.
3. Applicable permits through the City shall be obtained, including those applicable for fences, asphalt, and work in the public right-of-way.
4. Per Chapter 6 of the City's Municipal Code/Ordinance, Kwik Trip shall be required to install, or at a minimum investigate the feasibility of installing, new five foot concrete sidewalk (with maximum 2% cross-slope) from the existing sidewalk along West Grand Avenue, north approximately 170 feet to existing sidewalk along 25th Avenue.
5. Community Development Department staff shall have the authority to approve minor modifications to the plans.

Second by Blaser.

Motion carried (7 – 0)

3. **23-001021; Dennis Eron** – request for a Site Plan and Architectural Review to construct a commercial building addition and associated site improvements at 710 Ruby Avenue (Parcel ID 3414178).

Ms. Edmondson provided a review of the request; approval was recommended with the conditions outlined in the staff report.

Motion by Austin to approve the request for a Site Plan and Architectural Review to construct a commercial building addition and associated site improvements at 710 Ruby Avenue (Parcel ID 3414178), subject to the following conditions:

1. The exterior materials of the building addition shall match the design and color of the existing building.
2. Wall mounted lighting must meet the standards as outlined in Chapter – 11 Zoning, Article 18 – Outdoor Lighting.
3. Applicable permits through the City shall be obtained, including those applicable for fences and building construction.
4. The existing gravel drive must be paved, and the applicable Asphalt and Right-of-Way permits must be obtained.
5. A revised landscape plan must be submitted to and approved by the Community Development Department.
6. Community Development Department staff shall have the authority to approve minor modifications to the plans.

Second by Marutz.

Motion carried (7 – 0)

- 4. 23-001023; Metcalf Lumber** – request for a Site Plan and Architectural Review to construct an accessory building at 750 West Grand Avenue (Parcel ID 3401910).

Carrie Edmondson provided a synopsis of the request and approval was recommended with the conditions in the staff report.

Motion by Daven to approve the request for a Site Plan and Architectural Review to construct an accessory building at 750 West Grand Avenue (Parcel ID 3401910), subject to the following conditions:

1. The exterior materials of the building shall match the design and color of the principal building.
2. Applicable permits through the City shall be obtained.
3. Community Development Department staff shall have the authority to approve minor modifications to the plans.

Second by Austin

Motion carried (7 – 0)

- 5. Adjourn**

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

Motion carried (7 – 0)

Meeting adjourned at 4:14 p.m.

Respectfully Submitted by Erika Esser, Secretary