

**REPORT OF THE ZONING BOARD OF APPEALS OF THE CITY OF WISCONSIN RAPIDS  
SEPTEMBER 10, 2019**

The Wisconsin Rapids Zoning Board of Appeals met at 1:00 PM on Tuesday, September 10, 2019 in the 2nd Floor Conference Room at City Hall.

**Members Present:**

Mike Hittner, Chairperson  
Jerry Feith  
Lee Gossick  
Bruce King  
Dennis Polach (1<sup>st</sup> Alternate)  
Jim Gignac (2<sup>nd</sup> Alternate)

**Others Present:**

Mike Zurfluh, Pirco Inc.  
Adam Tegen, Community Development

**Members Absent:**

Rick Pompa

With a quorum present, Chairperson Mike Hittner called the meeting to order at 1:00 p.m.

1. Approval of the report from the August 13, 2019 Zoning Board of Appeals meeting.

**Motion by Polach, second by Gignac, to approve the August 13, 2019 report.**

**Motion carried (5-0).**

2. **Public Hearing on VARI-19-0699; Pirco Inc.** The applicant is requesting a variance to allow a decrease in the required parking lot setback from 15 feet down to 5 feet. The subject properties are located at 400 and 404 Daly Avenue (Parcels 34-11000 and 34-11000-1).

The Public Hearing opened at 1:01 p.m.

Lee Gossick arrived at this time.

Mike Zurfluh, applicant, stated that the building located at 400 Daly Avenue is full with tenants. For the upper floor tenant there are only 14 parking spaces, to accommodate 12 offices and a reception area. As a result, during tax season parking is extremely tight. The variance request would allow the existing parking area to extend to the east to help retain the client. The new parking area would be setback 5 feet from the south property, same as the current parking area. After contact with the adjoining residential neighbors, one did not respond and the other requested an extension of the existing fence to screen the parking area. Details on the hardship for the variance are in the letter of intent. Without approval, no additional parking is possible.

Gossick noted that he viewed the property and supported the findings that there is a hardship present. The request seems reasonable.

Feith stated that there does not appear to be an alternative location on the property for additional parking.

Hittner asked if there is elevator access between the floors to make using the lower parking area practical.

Zurfluh noted that the only access between floors is a spiral staircase and that provides access to the server room that services the upper floor.

Polach stated that he viewed the property and felt it was a unique property with unique challenges. The improvements proposed are consistent with the existing development.

Zurfluh noted that the improvements are intended to help keep the existing tenant.

King stated that he is familiar with the property and can understand the need for the variance. The assumption is that the new parking would be for the employees versus the public.

Gossick asked on the timing of the project.

Zurfluh noted that the goal is to get the retaining walls constructed and parking base installed yet this year. Paving would occur in spring.

Gignac asked about snow removal.

Zurfluh stated that snow would be pushed to the east until space was an issue. At that time snow would be trucked off site.

Hittner inquired about storm water drainage.

Zurfluh noted that it would be sloped towards the retaining wall where drainage will move the water to existing green space.

Polach asked if steps would be installed to provide a connection between the upper and lower parking areas.

Zurfluh stated it was not planned at this time.

The Public Hearing closed at 1:13 p.m.

3. **Action on VARI-19-0699; Pirco Inc**

Feith clarified that no lighting is proposed at this time. If lighting is installed it would have to comply with the lighting restrictions found in the zoning code.

Gignac recommended some lighting to deter loitering.

Zurfluh stated that there is some existing lighting on the rear of the building to light the area. In addition, security cameras are already installed to monitor the area.

**Motion by Feith, second by Polach, to approve VARI-19-0699 as requested by the applicant, subject to the following conditions:**

- 1. The variance shall only apply to the existing south parking lot on 400 Daly Avenue and the proposed south parking lot on 404 Daly Avenue. In no case shall the parking lots be located closer**

than 5 feet to the south property line.

2. Retaining walls constructed as a part of the parking lot project shall be designed to withstand forces placed upon them.

3. If lighting is placed within the south parking lot of 400 or 404 Daly Avenue, fixtures shall be shielded to prevent visibility from the adjoining residential properties and light trespass shall not exceed 0.2 footcandles at the property line.

4. Compliance with all other applicable codes and ordinances.

**Motion carried (5-0).**

4. Adjourn.

**Motion by Feith, second by King, to adjourn.**

**Motion carried (5-0).**

Meeting adjourned at 1:18 p.m.

**Appeals:** The decisions contained herein may be appealed by a person aggrieved by any decision or by any officer, department, board or bureau of the municipality by filing an action in certiorari in the circuit court for this county within 30 days after the date of filing of this decision. The municipality assumes no liability for and makes no warranty as to reliance on this decision if construction is commenced prior to expiration of this 30-day period.

Submitted by Adam Tegen on September 12, 2019

# MEETING SIGN-IN SHEET

<b>Meeting:</b> Zoning Board of Appeals	<b>Meeting Date:</b> 9/10/2019
<b>Meeting Time:</b> 1 p.m.	<b>Place/Room:</b> 2 <sup>nd</sup> Floor Conference Room

Name	Address	Phone
Mike Zuffly	400 Oak Ave	715-459-5555