



**CITY OF WAUPACA
CITY PLAN COMMISSION MEETING
WEDNESDAY, SEPTEMBER 12, 2018 5:15 P.M.
COUNCIL CHAMBERS, CITY HALL**

CITY OF WAUPACA MISSION STATEMENT: *“The city of Waupaca’s mission is to lead creatively, plan wisely and spend prudently to provide the services that ensure a safe and vibrant community.”*

AGENDA:

1. Approve Agenda
2. Approval of Plan Commission Minutes
 - a. July 11, 2018 Meeting Minutes
3. ACTION ITEMS:
 - a. Certified Survey Map | Go Riteway, Godfrey Drive
4. DISCUSSION ITEMS:
 - a. Esbensen/Butkiewicz request to address the Plan Commission (15 minute maximum)
5. REPORTS:
 - a. July 2018 Building Permits
 - b. August 2018 Building Permits
 - c. Development update
6. Plan Commission October meeting moved to October 17, 2018 (informational)
7. Adjournment

Mayor Brian Smith, Chairperson
City Plan Commission

PLEASE NOTIFY THE CLERK’S OFFICE IF YOU ARE UNABLE TO ATTEND.

PLEASE ADVISE THE CITY CLERK’S OFFICE IF YOU REQUIRE SPECIAL ACCOMMODATIONS. THE CITY OF WAUPACA PROVIDES EQUAL OPPORTUNITIES FOR PUBLIC MEETINGS.

**CITY OF WAUPACA
CITY PLAN COMMISSION**

**REGULAR MEETING
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY, JULY 11, 2018
5:15 P.M.**

1. ROLL CALL

Present: Mayor Brian Smith, Chairperson, Ald. Eric Olson, Ald. Alan Kjelland, John Kneer (arrived at 5:25 p.m.), Tracy Behrendt and Justin Berrens, Public Works Director

Absent: Comm. Pat Phair, excused

Others Present: Brennan Kane, Development Director, Ken Mortensen, Pinno Buildings, Mike Pfefferle, DGI-Waupaca, LLC and Jim Lundberg, PE, Point of Beginning

2. APPROVAL OF AGENDA

MOVED by Ald. Kjelland **SECONDED** by Ald. Olson, to **APPROVE** the Agenda as printed. 5 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

3. APPROVAL OF PLAN COMMISSION MINUTES

- a. **June 13, 2018 Public Hearing Minutes**
- b. **June 13, 2018 Meeting Minutes**

MOVED by Comm. Behrendt, **SECONDED** by Ald. Kjelland to **APPROVE** the June 13, 2018 Public Hearing and Meeting Minutes. 5 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

4. SITE PLAN REVIEW / ROBERT WUBBEN AIRPORT HANGAR, 2601 RUNWAY DRIVE

MOVED by Ald. Olson, **SECONDED** by Comm. Behrendt, to **APPROVE** the Site Plan Review for Robert Wubben Airport Hangar located at 2601 Runway Drive. 4 ayes, 1 Abstain (Ald. Kjelland), 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

**5. ANNEXATION / KT REAL ESTATE HOLDINGS LLC, COUNTY ROAD QQ
(ORDINANCE NO. 10-18)**

MOVED by Ald. Kjelland, **SECONDED** by Ald. Olson, to **RECOMMEND** Approval of the Annexation request by KT Real Estate Holdings LLC, (Kwik Trip) County Road QQ, (Ordinance No. 10-18). 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

**6. PERMANENT ZONING PLACEMENT / KT REAL ESTATE HOLDINGS LLC,
COUNTY ROAD QQ (ORDINANCE NO. 11-18)**

MOVED by Ald. Olson, **SECONDED** by Comm. Behrendt, to **RECOMMEND** Approval of the Permanent Zoning Placement of B-4 Strip Commercial District for KT Real Estate Holdings LLC, (Kwik Trip) County Road QQ (Ordinance No. 11-18). 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

7. SITE PLAN REVIEW / DOLLAR GENERAL, CHURCHILL STREET

MOVED by Comm. Berrens, **SECONDED** by Ald. Kjelland, to **APPROVE** the Site Plan Review for Dollar General, Churchill Street subject to the following conditions: allow cedar fence for site plan #2, eliminate elevation #3 and #4, use landscaping to mask on trash enclosure, explore #7, allow plantings in engineering in #2, add brick columns on trash enclosure, use soil reinforcement in lieu of rip rap, and adjust elevation #8 dumpster location. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

8. REPORTS: JUNE 2018 BUILDING PERMITS AND DEVELOPMENT UPDATE - informational

9. ADJOURNMENT

MOVED by Ald. Kjelland, **SECONDED** by Ald. Olson, to **ADJOURN** the July 11, 2018 Regular City Plan Commission Meeting. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

The meeting adjourned at 6:11 p.m.

Mayor Brian Smith, Chairperson

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City of Waupaca

111 South Main Street
Waupaca, WI 54981
Phone: (715) 258-4404
Fax: (715) 258-4426

www.cityofwaupaca.org/development

Permits Issued 7/1/2018 To 7/31/2018

Permit # / Type	Date	Location	Description of Work	Fees	Cons. Value
18-108-B1 Building	07/10/2018	113 N MAIN ST	COUNTERTOPS, PAINT, SHOWER REPLACEMENT, LIGHT FIXTURE, DISHWASHER INSTALL	\$70.00	\$10,000.00
18-115-B1 Building	07/03/2018	915 COLUMBIA ST	1 LIVING ROOM BOW WINDOW, 2 BEDROOM DBL HUNG WINDOWS, 1 BATHROOM DBL HUNG WINDOW (WILL FIT IN ALL EXISTING OPENINGS)	\$50.00	\$5,400.00
18-116-B1 Building	07/09/2018	711 SHADOW RD	5958 sq ft addition to storage and shop	\$864.96	\$140,000.00
18-119-B1 Building	07/09/2018	1326 CRYSTAL CT	WINDOW REPLACEMENT, LIVING ROOM SLIDER, KITCHEN DBL HUNG, BEDROOM 4 DBL HUNG	\$50.00	\$2,760.00
18-120-B1 Building	07/09/2018	515 E LAKE ST	REPLACE ENTRY DOOR IN EXISTING OPENING (GARAGE LEGACY WHITE WOOD GRAIN)	\$50.00	\$2,132.00
18-122-B1 Building	07/16/2018	523 S MAIN ST	REPLACING EXISTING FRONT STEPS ON APARTMENT BUILDING	\$100.00	\$1,500.00
18-124-B1 Building	07/12/2018	324 5TH ST	TEAR OFF EXISTING SIDING, TYVEK HOUSE WRAP, WOOD NEW SIDING	\$25.00	\$1,300.00
18-125-B1 Building	07/12/2018	810 BOWLING LN	RE-BUILDING HANDICAP RAMP W/ ROOF COVER SOUTH SIDE OF BUILDING	\$120.00	\$15,000.00
18-126-B1 Building	07/16/2018	524 HIGHLAND DR	RE-ROOF, NO TEAR OFF, ICE & WATER SHIELD, RIDGE VENT, 50 WARRANTY	\$25.00	\$40,000.00
18-127-B1 Building	07/17/2018	2300 MAYEK DR	New Single Family Home; Wisconsin Uniform Building Permit Seal #492496	\$679.96	\$103,900.00
18-131-B2 Building	07/25/2018	915 NEVERMIND CT	24'x26' DETACHED GARAGE	\$100.00	\$12,000.00



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18-133-B1 Building	07/25/2018	306 W UNION ST	WATER DAMAGE REPAIR, CEILING, FLOORING, HOOK UP OF EXISTING FIXTURES	\$86.88	\$12,412.12
18-134-B1 Building	07/25/2018	789 SUNSET DR	FINISHING BASEMENT AREA (SEE ATTACHED PLANS)	\$50.00	\$6,000.00
18-123-CK1 Chicken	07/12/2018	324 5TH ST		\$50.00	\$0.00
18-108-E2 Electrical	07/10/2018	113 N MAIN ST		\$0.00	\$0.00
18-112-E1 Electrical	07/02/2018	15 SHADOW WOODS LN	4 switches, 4 receptacles, 4 light fixtures	\$50.00	\$800.00
18-116-E2 Electrical	07/09/2018	711 SHADOW RD	Electrical for 5958 sq ft addition to storage and shop	\$332.90	\$10,000.00
18-127-E2 Electrical	07/17/2018	2300 MAYEK DR	Electrical for New Single Family Home	\$173.32	\$9,500.00
18-118-1 Fence	07/09/2018	1314 TERRACE CT		\$25.00	\$0.00
18-121-1 Fence	07/09/2018	414 S MAIN ST		\$25.00	\$0.00
18-132-F1 Fire	07/25/2018	1402 ROYALTON ST	FIRE SPRINKLER/SUPPRESSION SYSTEM	\$75.00	\$0.00
18-113-M1 Mechanical	07/02/2018	770 LEIGHTON RD	Rheem 13 SEER RA1324AJ1NA (24,000 BTUs)	\$50.00	\$2,525.00



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Permit # / Type	Date	Location	Description of Work	Fees	Cons. Value
18-114-M1 Mechanical	07/02/2018	416 S STATE ST	Panasonic 22 SEER, 19,000 BTU, 2 Head, AC/Heat pump Mini-Split System. Condenser: CU-3E19RVU-5; Air-Handler 1: CS-E12RKUAW; Air-Handler 2: CS-ME7RKUAW	\$50.00	\$5,150.00
18-127-M4 Mechanical	07/17/2018	2300 MAYEK DR	HVAC for New Single Family Home	\$173.32	\$8,600.00
18-128-M1 Mechanical	07/16/2018	925 EVANS ST	1 AIR CONDITIONER, 18,000 BTU, WEATHER KING 13 SEER 1 1/2 TON-WA13AJ1NA	\$50.00	\$2,400.00
18-108-P3 Plumbing	07/10/2018	113 N MAIN ST		\$0.00	\$0.00
18-127-P3 Plumbing	07/17/2018	2300 MAYEK DR	Plumbing for New Single Family Home	\$173.32	\$8,100.00
18-117-SN1 Sign	07/06/2018	1045 W FULTON ST	US Cellular channel letter signage	\$150.00	\$1,700.00
18-130-SN1 Sign	07/20/2018	120 W UNION ST	Wall sign on south wall.	\$150.00	\$2,473.00
Permit Count: 29			Totals:	\$3,799.66	\$403,652.12



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Permits Issued

8/1/2018 To 8/31/2018

Permit # / Type	Date	Location	Description of Work	Fees	Cons. Value
18-137-B2 Building	08/06/2018	107 TOWER RD	ROOF- NO TEAR OFF; OVER METAL ROOF, 1/2" PER 1" OF SLOPE, NOT CHANGING PITCH 2", 15 YR WARRANTY WATERTIGHT	\$826.85	\$103,356.00
18-140-B1 Building	08/15/2018	2215 COMMERCIAL DR	MAIL DELIVERY SHELTER; 100 SQ FT.	\$175.00	\$10,000.00
18-141-B1 Building	08/15/2018	2215 COMMERCIAL DR APT 1 - 12	NEW MULTIFAMILY 2 STORY APTS 1-12; 19,584 SQ. FT.	\$2,870.92	\$660,000.00
18-142-B1 Building	08/15/2018	2225 COMMERCIAL DR APT 1 - 12	NEW MULTIFAMILY 2 STORY APTS 1-12; 19,584 SQ. FT.	\$2,870.92	\$660,000.00
18-143-B1 Building	08/15/2018	2245 COMMERCIAL DR APT 1 - 12	NEW MULTIFAMILY 2 STORY APTS; 19,584 SQ. FT.	\$2,870.92	\$660,000.00
18-144-B1 Building	08/15/2018	2255 COMMERCIAL DR APT 1 - 12	NEW MULTIFAMILY 2 STORY APTS 1-12; 19,584 SQ. FT.	\$2,870.92	\$660,000.00
18-145-B1 Building	08/15/2018	2219 COMMERCIAL DR, Office	LEASING OFFICE/GARAGE	\$432.38	\$46,500.00
18-156-B1 Building	08/29/2018	109 N MAIN ST	ALTERATION OF OLD DOC ATTYS INTO CHEZ POSH LLC ANTIQUE STORE	\$150.00	\$10,000.00
18-146-1 Deck	08/14/2018	708 E FULTON ST		\$50.00	\$5,000.00
18-148-1 Deck	08/16/2018	416 MILL ST		\$50.00	\$900.00
18-140-E2 Electrical	08/15/2018	2215 COMMERCIAL DR	MAIL DELIVERY SHELTER	\$40.00	\$0.00
18-141-E2 Electrical	08/15/2018	2215 COMMERCIAL DR APT 1 - 12	NEW MULTIFAMILY 2 STORY APTS 1-12; 19,584 SQ. FT.	\$1,014.20	\$45,000.00



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Permit # / Type	Date	Location	Description of Work	Fees	Cons. Value
18-142-E2 Electrical	08/15/2018	2225 COMMERCIAL DR APT 1 - 12	NEW MULTIFAMILY 2 STORY APTS 1-12; 19,584 SQ. FT.	\$1,014.20	\$45,000.00
18-143-E2 Electrical	08/15/2018	2245 COMMERCIAL DR APT 1 - 12	NEW MULTIFAMILY 2 STORY APTS; 19,584 SQ. FT.	\$1,014.20	\$45,000.00
18-144-E2 Electrical	08/15/2018	2255 COMMERCIAL DR APT 1 - 12	NEW MULTIFAMILY 2 STORY APTS 1-12; 19,584 SQ. FT.	\$1,014.20	\$45,000.00
18-145-E2 Electrical	08/15/2018	2219 COMMERCIAL DR, Office	LEASING OFFICE/GARAGE	\$76.30	\$0.00
18-156-E2 Electrical	08/29/2018	109 N MAIN ST		\$75.00	\$1,750.00
18-139-1 Fence	08/09/2018	902 CHURCHILL ST		\$25.00	\$0.00
18-156-M3 Mechanical	08/29/2018	109 N MAIN ST	NEW FURNACE	\$75.00	\$7,500.00
18-129-P1 Plumbing	08/01/2018	303 S WESTERN AVE	GREASE TRAP	\$75.00	\$1,000.00
18-141-P4 Plumbing	08/15/2018	2215 COMMERCIAL DR APT 1 - 12	NEW MULTIFAMILY 2 STORY APTS 1-12; 19,584 SQ. FT.	\$1,014.20	\$65,000.00
18-142-P4 Plumbing	08/15/2018	2225 COMMERCIAL DR APT 1 - 12	NEW MULTIFAMILY 2 STORY APTS 1-12; 19,584 SQ. FT.	\$1,014.20	\$65,000.00
18-143-P4 Plumbing	08/15/2018	2245 COMMERCIAL DR APT 1 - 12	NEW MULTIFAMILY 2 STORY APTS; 19,584 SQ. FT.	\$1,014.20	\$65,000.00
18-144-P4 Plumbing	08/15/2018	2255 COMMERCIAL DR APT 1 - 12	NEW MULTIFAMILY 2 STORY APTS 1-12; 19,584 SQ. FT.	\$1,014.20	\$65,000.00



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18-145-P4 Plumbing	08/15/2018	2219 COMMERCIAL DR, Office	LEASING OFFICE/GARAGE	\$76.30	\$600.00	
18-156-P4 Plumbing	08/29/2018	109 N MAIN ST	ADDITION OF NEW ADA/ANSI CODE BATHROOM(S)	\$75.00	\$1,500.00	
18-150-1 Raze and Move	08/22/2018	1034 ROYALTON ST		\$75.00	\$0.00	
18-147-1 Shed	08/28/2018	1150 RIVERSIDE DR		\$25.00	\$5,000.00	
18-136-SN1 Sign	08/30/2018	100 N MAIN ST	Edward Jones, tenant Wall sign - 50 sq ft (south wall); Canopy sign - 23.45 sq ft (west canopy extending over street right-of-way)	\$300.00	\$3,800.00	
18-138-SN1 Sign	08/07/2018	715 REDFIELD ST	4' x 4' ground sign, 10'2" overall height	\$150.00	\$800.00	
18-152-SN1 Sign	08/27/2018	109 N MAIN ST	SINGLE SIDED 3MM OMEGABOND BOARD 5'X10' BLACK BACKGROUND, WHITE APPLIED LETTERS	\$150.00	\$668.23	
Permit Count:	31			Totals:	\$22,524.11	\$3,278,374.23