

**CITY OF WAUPACA  
CITY PLAN COMMISSION**

**REGULAR MEETING  
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY, FEBRUARY 6, 2019  
5:21 P.M.**

**1. ROLL CALL**

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**Present:** Mayor Brian Smith, Chairperson, Justin Berrens, Public Works Director, Ald. Eric Olson and Pat Phair

**Absent:** Ald. Alan Kjelland, Tracy Behrendt and John Kneer, all excused

**Others Present:** Brennan Kane, Development Director, Olivia Stroinski, Intern, Timothy Gauerke, Craig Gauerke and Greg Schulke

**2. APPROVAL OF AGENDA**

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**MOVED** by Ald. Olson **SECONDED** by Comm. Phair to **APPROVE** the Agenda as printed with additional handouts. 4 ayes, 0 nays, 3 absent. **MOTION CARRIED** on a voice vote.

**3. APPROVAL OF CITY PLAN COMMISSION MINUTES**

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**a. January 9, 2019 City Plan Commission Minutes**

**MOVED** by Comm. Phair, **SECONDED** by Ald. Olson to **APPROVE** the January 9, 2019 Plan Commission Meeting Minutes and place them on file. 4 ayes, 0 nays, 3 absent. **MOTION CARRIED** on a voice vote.

**4. SPECIAL USE PERMIT – TIMOTHY GAUERKE, CRAIG GAUERKE, AGENT, 217 S. MAIN STREET**

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Brennan Kane, Development Director explained that Craig Gauerke is seeking permission to allow for the use of the property located at 217 S. Main Street as a coffee and food service establishment which requires a Special Use Permit. The property is currently being used for cabinetry sales. Mr. Gauerke answered questions explaining that the name of the coffee house will be Aquamos Coffee Collaborative, LLC, they are hoping to open in May 2019 and the goal is to employ 8-10 persons.

**MOVED** by Comm. Phair, **SECONDED** by Ald. Olson to **APPROVE** the Special Use Permit for Timothy Gauerke, Craig Gauerke, Agent, 217 S Main Street for Aquamos Coffee Collaborative, LLC. 4 ayes, 0 nays, 3 absent. **MOTION CARRIED** on a voice vote.

**5. CERTIFIED SURVEY MAP / GREGORY & LISA SCHULKE, 1007 NICHOLS CREEK ROAD**

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Brennan Kane, Development Director described the location of the property and said that Greg Schulke is the owner and is seeking to split off the house with 5.382 acres, which is zoned agriculture and in turn the split required him to have a Certified Survey Map drafted.

**MOVED** by Ald. Olson, **SECONDED** by Comm. Phair to **APPROVE** the Certified Survey Map / Gregory & Lisa Schulke, 1007 Nichols Creek Road. 4 ayes, 0 nays, 3 absent. **MOTION CARRIED** on a voice vote.

**6. REZONING / JON & CAROL PEOTTER, HILLCREST DRIVE / W. FULTON STREET PROPERTIES (TABLED 2015)**

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TABLED until the March 2019 City Plan Commission meeting.

**7. ZONING CODE REWRITE**

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Olivia Stroinski reported that the first Community Chat was held at Farmer's State Bank and had over 20 people in attendance. The Community Chat highlighted many points and frustrations that people brought up including minimum square footage requirements, no online zoning map available to the public, projects not having a clear process to follow, lengthy state review process, too many loops to go through with projects, landscaping requirements, sign requirements, and feeling unwelcomed by city staff. Mr. Kane identified and explained the purpose of the proposed Form-Based Code Glossary, saying it is a glossary of general terms and phrases.

**8. REPORTS:**

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- a. **January 2019 Building Permits** - informational
- b. **January 2019 Code Enforcement Status Report** - informational
- c. **Development Update** - informational

**9. ADJOURNMENT**

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**MOVED** by Ald. Olson, **SECONDED** by Comm. Phair, to **ADJOURN** the February 6, 2019 Regular City Plan Commission Meeting. 4 ayes, 0 nays, 3 absent. **MOTION CARRIED** on a voice vote.

The meeting adjourned at 5:49 p.m.

Mayor Brian Smith, Chairperson

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