



**CITY OF WAUPACA
CITY PLAN COMMISSION MEETING
WEDNESDAY, MARCH 6, 2019 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. February 6, 2019 Public Hearing Minutes
 - b. February 6, 2019 Meeting Minutes
3. ACTION ITEMS:
 - a. Special Use Permit | Gold Cross Ambulance Service, 500 Lakeside Parkway
 - b. Site Plan Review | Gold Cross Ambulance Service, 500 Lakeside Parkway
 - c. Rezoning | Jon & Carol Peotter, Hillcrest Drive / W. Fulton Street properties (tabled 2015)
4. DISCUSSION ITEMS:
 - a. Fi Fitness Training Center request located at 506 Wisconsin Street
 - b. April Plan Commission meeting
5. ZONING CODE REWRITE
 - a. Update
6. REPORTS:
 - a. February 2019 Building Permits
 - b. February 2019 Code Enforcement Status Report
 - c. Development update
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**

**PUBLIC HEARING
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY, FEBRUARY 6, 2019
5:15 P.M.**

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

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

Others Present: Brennan Kane, Development Director and Olivia Stroinski, Intern

PUBLIC NOTICE

SPECIAL USE PERMIT

CITY OF WAUPACA

YOU ARE HEREBY NOTIFIED that Timothy Gauerke, Craig Gauerke, Agent, has made application to the City Plan Commission requesting a Special Use Permit in accordance with Section 17.230(2)(c)(13) of the Municipal Code, B-2 Central Business District, Special Uses, to allow for the use of the property as a coffee and food service establishment, more fully described as follows, to wit:

217 S Main Street:

BEING THE NORTH 24' OF LOT 4, BLOCK "O" OF THE ORIGINAL PLAT OF THE CITY OF WAUPACA, LOCATED IN THE NE1/4 NE1/4 OF SECTION 30, TOWNSHIP 22 NORTH, RANGE 12 EAST, CITY OF WAUPACA, WAUPACA COUNTY, WISCONSIN, bounded and described as follows;

Commencing at the NW COR. Lot 4 of Block "O" of the Original Plat of the City of Waupaca, said point being the POINT OF BEGINNING;

Thence S 89°45'38" E, a distance of 114.71';

Thence S 0°13'25" E, a distance of 24.00';

Thence N 89°45'38" W, a distance of 114.63';

Thence N 0°25'41" W, a distance of 24.00' being the POINT OF BEGINNING; subject to right-of-ways, easements, restrictions and reservations of record, IF ANY.

Said described tract containing 0.06 Acres, more or less.

Tax Parcel No. 34 19 82187

YOU ARE FURTHER NOTIFIED that the City Plan Commission will hold a Public Hearing on the request on Wednesday, February 6, 2019, at 5:15 P.M. in the Council Chambers, City Hall, 111 S. Main Street. The hearing will be for the purpose of giving an opportunity for any person interested, their attorneys or agents, to be heard.

Public Hearing
February 6, 2019

Henry Veleker
City Administrator/Clerk

PUBLISH: January 24, 2019

Mayor Smith read the Public Hearing Notice into the record for the Special Use Permit and asked for testimony in favor of the subject limiting comments to 3 minutes or less.

Hearing no further testimony in favor of the subject Mayor Smith asked for testimony in opposition of the subject.

Hearing no further testimony in favor or testimony in opposition of the subject Mayor Smith declared the Public Hearing closed at 5:20 p.m.

Mayor Brian Smith, Chairperson

ss

**CITY OF WAUPACA
CITY PLAN COMMISSION**

**REGULAR MEETING
COUNCIL CHAMBERS, CITY HALL**

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

1. ROLL CALL

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

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

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

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

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.

City Plan Commission
February 6, 2019

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

TABLED until the March 2019 City Plan Commission meeting.

7. ZONING CODE REWRITE

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:

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

9. ADJOURNMENT

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

ss