

**CITY OF WAUPACA  
CITY PLAN COMMISSION**

**REGULAR MEETING  
VIA VIDEO / TELECONFERENCING**

**WEDNESDAY, APRIL 1, 2020  
5:15 P.M.**

**1. ROLL CALL**

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

**Absent:** none

**Others Present:** Andrew Dane, Interim Development Director, Aaron Jenson, City Administrator, SCS Representatives Jackie Miller, April Pankow, Justin Frame and Jeff Sanders, Zoning Administrator

**2. APPROVAL OF AGENDA**

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**MOVED** by Ald. Olson **SECONDED** by Comm. Phair to **APPROVE** the Agenda as presented. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

**3. APPROVAL OF PLAN COMMISSION MEETING MINUTES: February 5, 2020**

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**MOVED** by Ald. Kjelland, **SECONDED** by Comm. Behrendt to **APPROVE** the February 5, 2020 City Plan Commission meeting minutes and places them on file. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

**4. PLANNED UNIT DEVELOPMENT / SCS TIMBER RIDGE APT LLC, STONE RIDGE ROAD; SITE PLAN REVIEW / SCS TIMBER RIDGE APT LLC, STONE RIDGE ROAD AND FINAL DEVELOPMENT PLAN REVIEW / SCS TIMBER RIDGE APT LLC, STONE RIDGE ROAD**

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Andrew Dane explained that SCS Timber Ridge Apt LLC plans to construct two 16-unit multi-family buildings and three 8-unit multi-family buildings for a total of 56 units on two parcels located on Stone Ridge Road. Staff recommends that the Plan Commission approve and recommend to Council the Planned Unit Development and Final Development Plan presented by SCS Timber Ridge Apt LLC Representatives and Mr. Dane, subject to the conditions as presented.

**MOVED** by Ald. Kjelland, **SECONDED** by Comm. Phair to **RECOMMEND** to Council to Approve of the Planned Unit Development / SCS Timber Ridge Apt LLC, Stone Ridge Road AND the Final Development Plan Review / SCS Timber Ridge Apt LLC Stone Ridge Road. 7 ayes, 0 nays, 0 absent **MOTION CARRIED** on a voice vote.

**5. ANNEXATION / SCOTT FABEL, N3303 GRAND SEASONS DRIVE (ORDINANCE NO. 04-2020)**

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Public Works Director Justin Berrens said that Scott Fabel, Fabelease, LLC, N3303 Grand Seasons Drive requested to annex to the city for their upcoming expansion project. As agreed upon, the property owner will

City Plan Commission  
April 1, 2020

pay to the Town of Farmington the required annual town property tax on the property to be annexed multiplied by 5 years and once annexed the city will be Rezoning the property, issuing a Special Use Permit and then approving the Site Plan.

**MOVED** by Ald. Olson, **SECONDED** by Ald. Kjelland to **RECOMMEND** the Annexation and Adoption of Ordinance No. 04-2020 for Scott Fabel, N3303 Grand Seasons Drive. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

## **6. COMPREHENSIVE PLAN AND ZONING CODE UPDATE**

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Andrew Dane, Interim Development Director updated the Commission on the City's Comprehensive Plan and Jeff Sanders updated the Commission on the rewrite of the Zoning Code. Informational.

## **7. REPORTS: JANUARY 2020 BUILDING PERMITS, JANUARY 2020 CODE ENFORCEMENT STATUS REPORT AND DEVELOPMENT UPDATE**

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- a. **February and March 2020 Building Permits** – informational
- b. **February and March 2020 Code Enforcement Status Report** - informational
- c. **Development Update** – informational

## **8. ADJOURNMENT**

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**MOVED** by Ald. Kjelland, **SECONDED** by Ald. Olson, to **ADJOURN** the April 1, 2020 Regular City Plan Commission Meeting. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

The meeting adjourned at 6:40 p.m.

Mayor Brian Smith, Chairperson

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