

**CITY OF WAUPACA  
CITY PLAN COMMISSION**

**SPECIAL MEETING  
COUNCIL CHAMBERS, CITY HALL AND  
VIA VIDEO / TELECONFERENCING**

**MONDAY, JULY 13, 2020**

**5:26 P.M.**

**1. ROLL CALL**

---

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

**Absent:** none

**Others Present:** Aaron Jenson, City Administrator, Andrew Dane, Jeff Sanders, Zoning Administrator, Brian Ruechel, R.W. Baird, Justin Fischer, R.W. Baird and Kathy Kasza, Finance Director/Treasurer,

**2. APPROVAL OF AGENDA**

---

**MOVED** by Ald. Kjelland **SECONDED** by Ald. Olson 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: June 1, 2020 and June 6, 2020 Meeting Minutes**

---

**MOVED** by Ald. Olson, **SECONDED** by Comm. Behrendt to **APPROVE** the June 1, 2020 City and June 6, 2020 Plan Commission Meeting Minutes and places them on file. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

**4. PUBLIC COMMENT**

---

Discussion only on the old Waypoint Financial Building by Mark Hafferman, 470 Center Street, Waupaca.

**4a. RESOLUTION NO. 1461, A RESOLUTION TO DISCONTINUE RIGHT-OF-WAY LOCATED IN THE CITY OF WAUPACA**

---

**MOVED** by Ald. Kjelland, **SECONDED** by Ald. Olson to **APPROVE** Resolution No. 1461, A Resolution to Discontinue Right-of-Way Located in the City of Waupaca. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

**4b. CITY PLAN COMMISSION RESOLUTION APPROVING ALLOCATION AND PROJECT PLAN AMENDMENT FOR TAX INCREMENTAL DISTRICT NO. 4**

---

**MOVED** by Comm. Phair **SECONDED** by Ald. Kjelland to **APPROVE** the City Plan Commission Resolution Approving Allocation and Project Plan Amendment for Tax Incremental District No. 4. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

City Plan Commission  
July 13, 2020

**4b. CITY PLAN COMMISSION RESOLUTION APPROVING THE PROJECT PLAN AMENDMENT FOR TAX INCREMENTAL DISTRICT NO. 10**

---

**MOVED** by Comm. Phair **SECONDED** by Ald. Olson to **APPROVE** the City Plan Commission Resolution Approving the Project Plan Amendment for Tax Incremental District No. 10. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

**4c. ZONING CODE RE-WRITE / FIRST DRAFT PRESENTATION / WORKING SESSION**

---

Discussion only.

**5. DISCUSSION ITEMS: NONE**

---

**6. REPORTS: JUNE 2020 BUILDING PERMITS, JUNE 2020 CODE ENFORCEMENT STATUS REPORT AND DEVELOPMENT UPDATE**

---

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

**7. ADJOURNMENT**

---

**MOVED** by Ald. Kjelland, **SECONDED** by Ald. Olson, to **ADJOURN** the July 13, 2020 Special City Plan Commission Meeting. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

The meeting adjourned at 7:38 p.m.

Mayor Brian Smith, Chairperson

ss