

**CITY OF WAUPACA
CITY PLAN COMMISSION**

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

WEDNESDAY, AUGUST 5, 2020

5:15 P.M.

1. ROLL CALL

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

Absent: Ald. Eric Olson (excused)

Others Present: Aaron Jenson, City Administrator, Andrew Dane and Jeff Sanders, Zoning Administrator

2. APPROVAL OF AGENDA

MOVED by Ald. Kjelland **SECONDED** by Comm. Phair to **APPROVE** the Agenda with uploaded minutes as presented. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

3. APPROVAL OF PLAN COMMISSION MEETING MINUTES: July 13, 2020 Special Meeting Minutes and July 29, 2020 Special Meeting Minutes

MOVED by Comm. Phair, **SECONDED** by Ald. Kjelland to **APPROVE** the July 13, 2020 City Plan Commission Public Hearing and Meeting Minutes with one correction that this was a ‘special’ meeting not a ‘regular’ meeting as listed on the minutes and places them on file and to approve the July 29, 2020 Special meeting minutes. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

4. SITE PLAN REVIEW / WISCONSIN PUBLIC SERVICE CORP., AMERICAN TRANSMISSION COMPANY, AGENT, 430 RIVER STREET

Jeff Sanders, Zoning Administrator said this proposed site by Wisconsin Public Service Corp., American Transmission Company, Agent, 430 River Street is compliant with the zoning ordinance and he recommends approval of the site plan. Justin Berrens, Public Works Director commented that this Site Plan is based on DNR recommendations which included the following:

- Total square foot disturbance should be estimated and noted.
- Will any erosion control devices be needed? None are noted.
- Surface runoff drainage direction should be noted on the plan sheet.
- During heavy rain falls the public road way and ditch lines get overwhelmed with storm water in this area. The gravel driveways should be regraded to direct water to nearby wooded areas and not to the gravel road. Please include reshaping gravel to promote proper drainage.

MOVED by Comm. Phair, **SECONDED** by Comm. Kneer to **APPROVE** the Site Plan for Wisconsin Public Service Corp., American Transmission Company, Agent, 430 River Street. 5 ayes, 0 nays, 1 absent, 1 abstain (Ald. Kjelland). **MOTION CARRIED** on a voice vote.

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5. COMPREHENSIVE PLAN UPDATE / REVIEW LAND USE CHAPTER

Informational, discussion only.

7. REPORTS: JULY 2020 BUILDING PERMITS, JULY 2020 CODE ENFORCEMENT STATUS REPORT AND DEVELOPMENT UPDATE

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

8. ADJOURNMENT

MOVED by Ald. Kjelland, **SECONDED** by Comm. Kneer, to **ADJOURN** the August 5, 2020 Regular City Plan Commission Meeting. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

The meeting adjourned at 6:21 p.m.

Mayor Brian Smith, Chairperson

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