

**CITY OF WAUPACA
CITY PLAN COMMISSION**

**REGULAR MEETING
VIA VIDEO / TELECONFERENCING**

**WEDNESDAY, OCTOBER 7, 2020
5:15 P.M.**

1. ROLL CALL

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

Absent: Commissioner Tracy Behrendt (excused)

Others Present: Aaron Jenson, City Administrator, Andrew Dane, Director of Community and Economic Development (Interim) and Jeff Sanders, Zoning Administrator

2. APPROVAL OF AGENDA

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

**3. APPROVAL OF PLAN COMMISSION MEETING MINUTES: August 26, 2020
Special Meeting Minutes, September 2, 2020 Meeting Minutes and September 14, 2020
Special Meeting Minutes**

MOVED by Comm. Phair, **SECONDED** by Ald. Kjelland to **APPROVE** the August 26, 2020 City Plan Special Meeting Minutes, September 2, 2020 Meeting Minutes and September 14, 2020 Special Meeting Minutes with 1 correction as noted. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

**4. SITE PLAN REVIEW / MARK LEPINSKI, N2Y STORAGE, 715 BARTLETT
STREET**

MOVED by Comm. Phair, **SECONDED** by Ald. Olson to **APPROVE** the Site Plan Review for Mark Lepinski, N2Y Storage, 715 Bartlett Street. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

5. ZONING CODE RE-WRITE, RECOMMENDATION TO COMMON COUNCIL

MOVED by Ald. Kjelland, **SECONDED** by Ald. Olson to **RECOMMEND TO COUNCIL** for a Public Hearing and 1st Reading of Ordinance on October 20, 2020 for Zoning Code Rewrite and Include Rewrite for Signage Option no. 2. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

Commissioner John Kneer left the meeting.

**6. COMPREHENSIVE PLAN UPDATE / REVIEW ECONOMIC DEVELOPMENT
CHAPTER**

City Plan Commission
October 7, 2020

Andrew Dane, Director of Community and Economic Development (Interim) reviewed the progress of the Comprehensive Plan. The Plan Commission members were impressed with the amount and quality of the data presented.

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

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

City Administrator Aaron Jenson provided the development update report saying that permits and housing development is continuing strong in the city. One potential developer for the vacant old Shopko building has decided not to move forward with a project. Public Works Director Justin Berrens reviewed the Granite Street Rehabilitation progress.

8. ADJOURNMENT

MOVED by Ald. Kjelland, **SECONDED** by Comm. Phair, to **ADJOURN** the October 7, 2020 Regular City Plan Commission Meeting. 5 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

The meeting adjourned at 6:32 p.m.

Mayor Brian Smith, Chairperson

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