

**CITY OF WAUPACA
CITY PLAN COMMISSION**

**SPECIAL MEETING
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY APRIL 14, 2021
5:20 P.M.**

1. ROLL CALL

Present: Mayor Brian Smith, Chairperson, Commissioners, Ald. Eric Olson (joined at 5:33 p.m.), Ald. Alan Kjelland, Angela LeSage, Pat Phair and Justin Berrens, Public Works Director

Absent: Tracy Behrendt (excused)

Others Present: City Administrator Aaron Jenson, Jeff Sanders, Zoning Administrator, Collin Dykstra, Jim Becker and Breanna Becker, CSC, LLC

2. APPROVAL OF AGENDA

MOVED by Comm. Phair **SECONDED** by Ald. Kjelland to **APPROVE** the Agenda as presented. 5 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

2a. PUBLIC INPUT – Regina McBain, the individual who turned in the petition regarding private lighting at her property on State Street said that her neighbor has put in a shield but it is still inadequate. She does not want the City to spend an exorbitant amount of time with the ordinance and measuring light but she does think something should be done. Ms. McBain is also looking for the City Plan Commissioners input and an update from the City on what has been completed since submitting the petition. Jeff Sanders provided the zoning background of adopting ordinances and options. Mr. Jenson provided an update on the process and was not in favor of adopting an ordinance that would define the lighting as a nuisance, which could then be enforced by police powers. Mr. Jenson did reach out to the property in question and the residents were receptive and tried to make some adjustments. It was mentioned that City Attorney Tom Hart did draft an Ordinance. It was also mentioned that other communities have ordinances in place. Some commissioners stated they would be in favor of reviewing ordinances. It was decided that the City should continue to pursue an ordinance with police powers.

**3. CONDITIONAL USE PERMIT / CSC, LLC ET AL, OWNERS, JIM BECKER,
APPLICANT, 825 W. FULTON STREET**

Jeff Sanders, Zoning Administrator said that Jim Becker intends to open the old Shopko building at 825 W. Fulton Street into an Everyday Hometown Store and this type of business in this area requires a Conditional Use Permit. Mr. Sanders recommended that Council approve of issuing a Conditional Use Permit subject to a few minor conditions as stated. Mr. Becker described the types of items he will be selling in the store, to include a greenhouse and plans to be open by May 1, 2021 for spring plant sales.

MOVED by Ald. Kjelland, **SECONDED** by Comm. Phair to **RECOMMEND** to Council to issue a Conditional Use Permit for CSC, LLC, et al, Owners, Jim Becker, Applicant, 825 W. Fulton Street. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

4. SITE PLAN REVIEW / FABELEASE, LLC, 270 & 282 GRAND SEASONS DRIVE

Zoning Administrator Jeff Sanders said the site plan provided by Fabelease, LLC for property located at 270 & 282 Grand Seasons Drive is compliant with the zoning ordinances imposed on the property and he recommended that the City Plan Commission approve of the site plan.

MOVED by Ald. Olson, **SECONDED** by Comm. LeSage to **APPROVE** the Site Plan for Fabelease, LLC, 270 & 282 Grand Seasons Drive. 5 ayes, 0 nays, 1 absent and 1 abstain (Ald. Kjelland). **MOTION CARRIED** on a voice vote.

5. DISCUSSION ON SIGN REGULATIONS IN B1, B2 and B7 DISTRICTS

Zoning Administrator Jeff Sanders described the various sign regulations in B1, B2 and B7 Districts and said there were discrepancies as to the size and square feet of the signs regarding the setbacks and discrepancies based upon the frontage of the property. Mr. Jenson suggested getting an opinion from the City Attorney.

MOVED by Comm. Phair, **SECONDED** by Ald. Kjelland to **MOVE** forward with proposed changes as is, unless the City Attorney opinion says we can make changes to code wording / standards without delaying the code re-write. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

6. BUILDING FEE SCHEDULE / PROPOSED CHANGE TO SIGN FEES

City Administrator Aaron Jenson said that staff found during the re-write of the Zoning Code that our sign fees were exorbitant and needed re-adjusting. After a lengthy discussion, it was decided that new sign reviews should be \$150 and each sign thereafter adds \$25.

MOVED by Ald. Kjelland, **SECONDED** by Comm. Phair to **RECOMMEND TO COUNCIL** the new sign reviews to be \$150 and each sign thereafter adds \$25. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

7. ADJOURNMENT

MOVED by Ald. Kjelland, **SECONDED** by Comm. LeSage, to **ADJOURN** the April 14, 2021 Special City Plan Commission meeting. 6 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

The meeting adjourned at 6:56 p.m.

Mayor Brian Smith, Chairperson

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