

**CITY OF WAUPACA
CITY PLAN COMMISSION**

**REGULAR MEETING
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY MAY 5, 2021
5:15 P.M.**

1. ROLL CALL

Present: Commissioners, Ald. Eric Olson, Angela LeSage, Pat Phair and Justin Berrens, Public Works Director

Absent: Mayor Brian Smith and Ald. Alan Kjelland (both excused)

Others Present: Aaron Jenson, City Administrator, Jeff Sanders, Zoning Administrator and Mark Lepinski, N2Y Storage

2. APPROVAL OF AGENDA

MOVED by Ald. Olson **SECONDED** by Comm. LeSage to **APPROVE** the Agenda as presented. 4 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

3. ANNUAL REVIEW OF THE CODE OF ETHICS

MOVED by Comm. Phair **SECONDED** by Ald. Olson to **APPROVE** and place the Code of Ethics on File. 4 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

4. APPROVAL OF PLAN COMMISSION PUBLIC HEARING AND MINUTES FROM MARCH 31, 2021 AND PUBLIC HEARING AND MINUTES FROM APRIL 14, 2021 MEETINGS

MOVED by Comm. Phair, **SECONDED** by Ald. Olson to **APPROVE** the City Plan Commission Public Hearing and Minutes of the March 31, 2021 meeting and Public Hearing and Minutes of the April 14, 2021 meeting. 4 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

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

Jeff Sanders, Zoning Administrator said that Mr. Lepinski plans to construct a cold storage building on his property located at 715 Bartlett Street and plans to start construction on Friday. This site is compliant with all required Chapters of the zoning ordinance and Mr. Sanders recommended approval subject to a certain few contingencies as listed in his report.

MOVED by Comm. LeSage, **SECONDED** by Comm. Berrens to **APPROVE** the Site Plan for Mark Lepinski, N2Y Storage, 715 Bartlett Street. 4 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

5. DISCUSSION ITEM: LIGHT ORDINANCE UPDATE

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City Administrator Aaron Jenson recapped the prior discussion that the Plan Commission had regarding a complaint about a lighting issue within the city and said that Attorney Sorensen has reviewed the issue and drafted a sample ordinance that could be adopted if the city desired to do so. Mr. Jenson said this would not be incorporated into the zoning code but would be managed under police powers by the City Code Enforcement Officer and would only apply to residential properties. Mr. Jenson said that in his opinion, the property in question is more of a neighbor issue or civil problem and does not warrant an ordinance that would affect all properties citywide and highly recommended the use of police powers.

6. REPORTS:

- a. Internal Site Plan Review Report – Mr. Sanders provided a listing of the Site Plan Reviews that his office has completed that do not need Plan Commission approval and reviewed the two that were completed in April.
- b. April 2021 Permits Report - informational
- c. Code Enforcement Status Reports - informational
- d. Development Update – Mr. Jenson noted that Starbucks would be starting construction soon.

7. ADJOURNMENT

MOVED by Ald. Olson, **SECONDED** by Comm. Phair, to **ADJOURN** the May 5, 2021 Regular City Plan Commission Meeting. 4 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

The meeting adjourned at 6:01 p.m.

Mayor Brian Smith, Chairperson

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