

**CITY OF WAUPACA
CITY PLAN COMMISSION**

**REGULAR MEETING
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY AUGUST 4, 2021
5:15 P.M.**

1. ROLL CALL

Present: Mayor Brian Smith, Chairperson, Commissioners Ald. Eric Olson, Angela LeSage, Pat Phair, Ivan Wayne, Ald. Alan Kjelland and Justin Berrens, Public Works Director

Absent: none

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

2. APPROVAL OF AGENDA

MOVED by Ald. Kjelland **SECONDED** by Comm. Phair to **APPROVE** the Agenda as presented to include a section for Public Input. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

**3. APPROVAL OF PLAN COMMISSION PUBLIC HEARING AND MINUTES FROM
JULY 7, 2021**

MOVED by Comm. Phair, **SECONDED** by Ald. Olson to **APPROVE** the City Plan Commission Public Hearing and Minutes from the July 7, 2021 meeting and to correct Ald. Kjelland's arrival time to 5:53 p.m. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

4. PUBLIC INPUT

Joel Walesewica, N2303 Ashley Court, Waupaca, WI said he is interested in purchasing the old "Ball Park" on CTY E located in the City of Waupaca which is currently zoned B-3. He is considering putting a commercial driving training facility on that property and because it is a school, he felt he should be allowed this option. He currently owns Saber Tooth Enterprises that is a federal motor carrier safety consultancy company that helps companies when they fail an audit. He also owns Pegasus Project. Pegasus Project is a drone company that is attached to Wisconsin Emergency Management Co. through the Department of Veterans Affairs. Their drones are flown throughout the state in times of crisis or in search of missing persons. Mr. Walesewica would like to run both businesses out of the old Ball Park property.

**5. RESOLUTION NO. 1492, PETITIONING THE SECRETARY OF
TRANSPORTATION FOR AIRPORT IMPROVEMENT AID**

City Administrator Aaron Jenson explained that Resolution No. 1492 is a formality to Petition the Secretary of Transportation for Airport Improvement Aid at the Waupaca Municipal Airport for Federal Aviation and Bureau of Aeronautics funding throughout the upcoming year.

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MOVED by Comm. LeSage, **SECONDED** by Ald. Kjelland to **APPROVE** Resolution No. 1492, Petitioning the Secretary of Transportation for Airport Improvement Aid. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

6. CERTIFIED SURVEY MAP / DANIEL SCHOMMER, 1035 AND 1043 ROYALTON STREET

Zoning Administrator Jeff Sanders said that Mr. Schommer has submitted an application to divide his property on Royalton Street into two separate properties. This Certified Survey Map would be contingent upon the zoning change approval.

MOVED by Ald. Olson, **SECONDED** by Comm. Wayne to **RECOMMEND TO COUNCIL** Certified Survey Map for Daniel Schommer properties located at 1035 and 1043 Royalton Street contingent upon the zoning change approval. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

7. DISCUSSION ON COMMERCIAL HANGING SIGNAGE

City Administrator Aaron Jenson explained that this pertains to signage that would hang down from an overhang, which could be a roofline or canopy and the city code does not allow for this type of signage. Jeff Sanders, Zoning Administrator said that this would apply to B1, B2 and B7 districts, which is the downtown area extended to the East and South. He is recommending the commission to first decide whether they would allow hanging signage and then decide if they want to change the municipal code to make an adjustment to allow the minimum height of signs be 8 feet above finished grade.

8. DISCUSSION ON RESIDENTIAL SIGNAGE

City Administrator Aaron Jenson reiterated the reason they were having this discussion was that the city has been receiving complaints on political signs from the November 2020 Election that are still up on properties throughout the city. From discussions held at prior meetings it was determined that the city could not target only political signs they would need to address all signs placed on properties. Under the city's existing code, residents can have one yard sign and one wall sign that cannot exceed 2 square feet in area. All other signs in the R1 and R2 districts are prohibited except for subdivision signs announcing the entrance of a subdivision. Mr. Sanders described the process that the zoning administrator would take to administer a zoning code violation. Mayor Smith clarified that an ordinance would only affect residential property that does not include the terrace between the road and the sidewalk, which is city property. After lengthy discussion, it was the consensus of the commission that Jeff Sanders would draft wording on a temporary sign ordinance for plan commission to review. The ordinance may include total number of signs and the sizes of those signs or a combination of the two.

9. REPORTS:

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- a. Internal Site Plan Review Report – informational.
- b. July 2021 Permits Report – informational.
- c. Code Enforcement Status Reports – informational.
- d. Development Update – City Administrator Aaron Jenson updated the commission that the Lighting Ordinance had its first reading at Council on August 3 with one change that the wording changed from watts to lumens with the help of Alderperson Kjelland. Starbucks opening date has been pushed back to October 2021 and Ruby’s Pantry is under construction with an opening date in October 2021. River North Subdivision discussions are underway. Mayor Smith announced that the city has hired an Economic Development Director who will be starting on September 7, 2021. The next City Plan meeting will be held on September 1, 2021.

10. ADJOURNMENT

MOVED by Ald. Kjelland, **SECONDED** by Ald. Olson, to **ADJOURN** the August 4, 2021 Regular City Plan Commission Meeting. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

The meeting adjourned at 6:41 p.m.

Mayor Brian Smith, Chairperson

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