

**CITY OF WAUPACA
CITY PLAN COMMISSION**

**SPECIAL MEETING
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY SEPTEMBER 22, 2021
5:15 P.M.**

1. ROLL CALL

Present: Mayor Brian Smith, Chairperson, Commissioners Ald. Eric Olson, Angela LeSage (arrived at 5:24 p.m.), Ivan Wayne, Ald. Alan Kjelland, Pat Phair and Justin Berrens, Public Works Director

Absent: none

Others Present: Aaron Jenson, City Administrator, Jeff Sanders, Zoning Administrator, Jarod Rachu, Community & Economic Development Director, Jim Smits, Reynolds Presto Products, Inc., Dave Baldeck, Via Rail and Mark Ver Vort, Boldt Construction

2. APPROVAL OF AGENDA

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

**3. ACTION ITEM: SITE PLAN REVIEW / REYNOLDS PRESTO PRODUCTS, INC.,
1999 ROYALTON STREET**

Jeff Sanders, Zoning Administrator said that this property is in compliance with the zoning ordinance and he is recommending approval of the site plan contingent upon the following:

1. All required information related to the pergola shall be provided and determined to be compliant with zoning requirements.
2. All proposed landscaping shall comply with the following as required under Chapter 17.319(4) of the zoning ordinance, as applicable
 - a. Trees or shrubs planted immediately adjacent to roadway rights-of-way shall be moderately tolerant of both salt spray and salt absorbed into the soil.
 - b. Canopy trees shall reach a minimum height and spread of 30 feet at maturity (10 years growth) and shall have a minimum caliper of two inches at planting.
 - c. Ornamental trees shall reach a typical minimum height of 15 feet at maturity and shall have a minimum caliper of 1.5 inches at planting.
3. Information shall be provided confirming compliance with the minimum size of 9' x 18' for parking stalls, as required under Chapter 17.603(2) of the zoning ordinance.

MOVED by Ald. Kjelland, **SECONDED** by Comm. Wayne to **APPROVE** the Site Plan Review for Reynolds Presto Products, Inc., 1999 Royalton Street contingent upon the conditions as listed above. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

4. ADJOURNMENT

MOVED by Comm. Phair, **SECONDED** by Ald. Kjelland, to **ADJOURN** the September 22, 2021 Special City Plan Commission Meeting. 7 ayes, 0 nays, 0 absent. **MOTION CARRIED** on a voice vote.

The meeting adjourned at 5:32 p.m.

Mayor Brian Smith, Chairperson
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