

**CITY OF WAUPACA
CITY PLAN COMMISSION**

**REGULAR MEETING
COUNCIL CHAMBERS, CITY HALL**

**WEDNESDAY DECEMBER 1, 2021
5:22 P.M.**

1. ROLL CALL

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

Absent: Pat Phair and Angela LeSage (both excused)

Others Present: City Administrator Aaron Jenson, Jarod Rachu, Community & Economic Development Director and Attorney Steve Sorenson, Alderperson Dave Peterson, Alderperson Lori Chesnut and Alderperson Scott Purchatzke

2. APPROVAL OF AGENDA

MOVED by Ald. Kjelland **SECONDED** by Ald. Olson to **APPROVE** the Agenda as amended by moving number 4 to first position. 5 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

3. PRESENTATION / WORKSHOP BY ATTORNEY STEVE SORENSON WITH REGARDS TO SIGNAGE

City Administrator Aaron Jenson introduced Attorney Steve Sorenson and explained that he will be speaking on signage and sign ordinances. Attorney Sorenson's presentation can be found on the city's website www.cityofwaupaca.org

Attorney Sorenson said he drove around the city to get a feel for the signs to provide an accurate presentation for this meeting and said that the signs on Main Street blend well and look great. He added that in reviewing the city's sign ordinance he found that it is the longest, most complicated sign ordinance that he has ever read. He then described the city's duty and obligation to allow or disallow signage within the city and to make sure a sign does not become a nuisance or public nuisance and the importance of aesthetics and safety when installing signs. He suggested that the city try to reduce and deregulate the number of categories within our zoning code.

Attorney Sorenson spoke about political signs since he realizes that is a hot topic in every community. State Law is driven by the first amendment, the freedom to express yourself. The main thing that communities need to do regarding political signs is to distinguish them between Election signs and political viewpoint signs, as they are two very different types of signs. State Statute says that Election signs can be installed on the first date that a candidate is allowed to collect signatures for their candidacy nomination, which is December 1, but must be removed the day after the Election.

4. APPROVAL OF PLAN COMMISSION NOVEMBER 3, 2021 PUBLIC HEARING AND MINUTES

MOVED by Comm. Wayne **SECONDED** by Ald. Kjelland to **APPROVE** the Plan Commission November 3, 2021 Public Hearing and Minutes. 5 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

**5. ZONING CHANGE / CITY OF WAUPACA, RIVER NORTH SUBDIVISION,
ROYALTON STREET AND GODFREY DRIVE – ORDINANCE NO. 19-2021**

Community and Economic Development Director Jarod Rachu explained that the property consisting of 80 acres in River North Subdivision are currently zoned I-2, Heavy Industrial District. All six parcels have been requested to be rezoned to R-3, Multiple-Family Residential. This rezoning request is part of a bigger project involving the creation of the River North Neighborhood development on the east side of the city. The rezoning of this property is critical in obtaining WHEDA Tax Credits for workforce housing projects in the development.

MOVED by Ald. Kjelland, **SECONDED** by Ald. Olson to **APPROVE AND RECOMMEND TO COUNCIL** the Zoning Change for the City of Waupaca, River North Subdivision, Royalton Street and Godfrey Drive, Ordinance No. 19-2021. 5 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

**6. ORDINANCE NO. 20-2021 / CHAPTER 17.600 TRAFFIC, PARKING AND ACCESS
AMENDMENTS**

Jarod Rachu, Community and Economic Development Director said this Ordinance allows a potential developer to have more input regarding their building, size and development, specifically parking stalls. This Ordinance will be presented to Council at their January 4, 2022 meeting.

MOVED by Ald. Olson, **SECONDED** by Comm. Wayne to **APPROVE AND RECOMMEND TO COUNCIL** Ordinance No. 20-2021 / Chapter 17.600 Traffic, Parking and Access Amendments. 5 ayes, 0 nays, 2 absent. **MOTION CARRIED** on a voice vote.

**7. DISCUSSION ITEMS; SIGNAGE, SITE PLAN REQUIREMENTS; RESTAURANT
AND FAST FOOD LAND USES AND REVISED ZONING AND BUILDING
APPLICATIONS**

Jarod Rachu, Community and Economic Development Director said that there would be further discussion on signage at the January Plan Commission meeting. Site Plan requirements will be reviewed by staff versus the Plan Commission unless there is a substantial change that would require the Plan Commission to review. Staff will make it less restrictive to include more restaurants types in more zoning areas and may look into reducing the total number of zoning districts in the near future. Mr. Rachu then reviewed the revised zoning and building applications with the Plan Commission.

Ald. Eric Olson left the meeting at 7:00 p.m.

**8. REPORTS: INTERNAL SITE PLAN REVIEW REPORT; PERMIT REPORTS;
CODE ENFORCEMENT STATUS REPORTS AND DEVELOPMENT UPDATE**

Internal Site Plan Review Report – informational

City Plan Commission
December 1, 2021

Permit Reports – informational

Code Enforcement Status Reports – informational

Development Update – Mr. Rachu provided a development update on Summit Accountings remodeling project, Thrivent Financials roofing project and that the Waupaca Foundry raised their roof to have room for better upgraded machinery, their footprint remained the same.

9. ADJOURNMENT

MOVED by Ald. Kjelland, **SECONDED** by Comm. Wayne, to **ADJOURN** the December 1, 2021 Regular City Plan Commission Meeting. 4 ayes, 0 nays, 3 absent. **MOTION CARRIED** on a voice vote.

The meeting adjourned at 7:26 p.m.

Mayor Brian Smith, Chairperson

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