

PLAN COMMISSION

Time and Date: The Plan Commission met on Tuesday, September 21, 2021, at 5:00 p.m. in the Common Council Chambers of Wausau City Hall.

Members Present: Mayor Katie Rosenberg, Eric Lindman, Patrick Peckham, Tom Neal, Andrew Brueggeman, George Bornemann

Others Present: William Hebert, Brad Lenz, Sam Wessel, Brian Stahl, Jessica Bretl, Melissa Engen

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and transmitted to the *Wausau Daily Herald* in the proper manner.

Mayor Rosenberg called the meeting to order at approximately 5:00 p.m. noting that a quorum was present.

Approve the minutes from July 20, 2021, August 4, 2021 and August 24, 2021 meetings.

Neal motioned to approve the minutes from the July 20, 2021, August 4, 2021 and August 24, 2021 meetings. Brueggeman seconded.

Peckham said that on the July 20, 2021 meeting minutes, it should be noted the Tom Radenz is with REI Engineering. Engen stated that this would get corrected.

The motioned carried unanimously 6-0.

PUBLIC HEARING: Discussion and possible action on rezoning 3015 Townline Road from I, Institutional Zoning District to SR-2, Single Family Residential-2 Zoning District, RH-35, Rural Holding-35 Zoning District and PUD, Planned Unit Development Zoning District.

Hebert said that items #2 and #3 of the agenda are for the same project. The parcel will be split into two lots and one outlot. The outlot would transfer to Vistas at Greenwood Hills. The trail will be moved to the west side of the lot for more room. This rezoning is needed in order for these uses to fit the zoning code.

Mayor Rosenberg closed the public hearing.

Brueggeman motioned to rezone 3015 Townline Road from I, Institutional Zoning District to SR-2, Single Family Residential-2 Zoning District, RH-35, Rural Holding-35 Zoning District and PUD, Planned Unit Development Zoning District. Neal seconded.

Peckham asked if one parcel could have three separate zoning districts. Lenz answered that it is currently one property but will be split into three properties; each will have its own zoning district.

The motion carried unanimously 6-0. This item will go to Common Council on October 12, 2021.

Approve Certified Survey Map for 3015 Townline Road.

Hebert said that this survey needs to be reviewed by Plan Commission. There is a 40' strip of shared driveway. The rural holding zoning district requires a 75' strip. This approval would give the flexibility for a little less. This area is for a lavender crop field. Utilities will be served through easements.

Brueggeman motioned to approve the certified survey map for 3015 Townline Road. Bornemann seconded.

Bornemann asked if flexing would be the same as a variance. Hebert said that these are two different ordinance codes. Flexing is referred to in the Chapter 21 for subdivision and variances are referred to in the zoning code, Chapter 23.

The motion carried unanimously 6-0. This item will go to Common Council on October 12, 2021.

Discussion and possible action on approving a conditional use at 915 North 5th Street to allow for a long-term supportive home in a NMU, Neighborhood Mixed-Use Zoning District.

Wessel said that there is a lot of information in the staff report. The conditional use would be for a boarding house. The current owners support the proposal. This would allow six mothers and their children to stay. During the public hearing, there were comments about traffic and parking concerns. The parking is accommodated and the location is near facilities. The rear yard will be fenced in. The property is located in the Andrew Warrens Historic District and any changes should not be a factor in this meeting. A staff member will be onsite. The building inspector and fire inspector will look at building before occupancy is granted. Informational meetings were held this past week.

Wessel said that staff checked the state statutes and the city can have the conditional use expire if ownership changes. A total of eight conditions are recommended on the staff report. Four of the conditions are required through the zoning ordinance requirements.

Lenz stated that a letter was received and was passed out before the meeting. The letter pertains to the historic aspect of the property. He said it is in a historic district, but that would be a separate issue. A certificate of appropriateness, through the Historic Preservation Commission, would be triggered for any exterior changes.

Neal motioned to approve a conditional use at 915 North 5th Street to allow for a long-term supportive home, in a NMU, Neighborhood Mixed-Use Zoning District with the following conditions: screen is required around the property, outdoor storage needs to be located in the rear yard, an annual license and inspection is required, a minimum of two parking spaces is required, the conditional use shall expire if property ownership changes, an on-site manager is required to staff the building 24/7/365, occupancy shall not exceed six women and their children and a total of 20 occupants, and additional fencing and/or landscaping shall screen the parking area from adjacent residential properties. Brueggeman seconded.

Peckham asked if any staff attended the meeting. Mayor Rosenberg stated that she attended the meeting. Peckham asked what the fencing will look like. Jessica Bretl answered that she is working with Countryside Fencing. The south side will have 6' cedar fencing for privacy and metal iron fencing on the rest.

Neal said that he is pleased to see the research for a main concern from the last meeting and that he is in support of this item.

Brueggeman asked if staff would be there all of the time. Wessel said that this was included in the application and would give reassurance that there is an on-site manager. It is understandable that an emergency could come up.

Bornemann asked what would happen if they would lease the property to a different party. Wessel said that the conditional use would be for the same use. If it would be a different boarding house, it would need to be the same stipulations. Bretl said that she wants the intentions to be clear to the commission that Hagar House will be purchasing the property at a later date. Lenz asked when this will take place. Bretl said that they hope to be completed within one year. Mayor Rosenberg said that the intentions for the use are understood.

Neal said that the Hagar House as a future owner should be allowed. Brueggeman agreed.

The motion carried unanimously 6-0.

Discussion and possible action on approving a conditional use at 913 North 3rd Street to allow for an off-site parking lot in a DPMU, Downtown Periphery Mixed-Use Zoning District.

Wessel said that there weren't any changes or comments from this item since the public hearing. The proposal meets the code and staff recommends approval.

Bornemann motioned to approve a conditional use at 913 North 3rd Street to allow for an off-site parking lot, in a DPMU, Downtown Periphery Mixed-Use Zoning District. Brueggeman seconded, and the motion carried unanimously 6-0.

Discussion and possible action on the notification radius for public hearing notices.

Wessel said that the City ordinance requires notices to be sent to property owners within a 100' radius. A protest petition can be filed for rezoning, but it references a state statute that does not exist any longer. Larger distances would require more staff time. A simple radius treats everyone equal. No matter what the distance is, there will always be someone that is just outside the boundary area. Wessel said that city staff can still require a meeting for neighbors in addition to a public hearing.

Peckham said that he appreciates the research and based on the examples, he motions to send notices out to property owners within a radius of 250'. Mayor Rosenberg seconded.

Lenz said that the listing is just a sample of communities and is not scientific or exhaustive.

Brueggeman said that one of the last notifications was sent for 200' and asked if different distances are done sometimes. Voices need to be heard and it is not bad to go bigger. Lenz said that staff currently uses 200' for the notification, which is wider than required.

Peckham amended his motion to send notices out to property owners within a radius of 200'. Mayor Rosenberg agreed.

Mayor Rosenberg said that informing neighborhood groups about rezoning or conditional use requests could help. Wessel added that a requirement could be met to have a neighborhood meeting.

Bornemann asked if this would change the criteria for protest a zoning change. Lenz said that the 100' radius for notices was likely to keep it in line with the zoning protest area. Some people now may get a notice, but not qualify for the protest petition, but it is probably okay that way. Bornemann said that the protests are fairer for the immediate area.

The motion carried unanimously 6-0.

Next meeting date and future agenda items for consideration.

The next meeting is scheduled for October 19, 2021.

Adjournment.

Neal motioned to adjourn, seconded by Bornemann. The motion carried unanimously 6-0 and the meeting adjourned at 5:40 p.m.

The Plan Commission is next scheduled to meet at 5:00 p.m. on October 19, 2021.