



OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department Committee, Agency, Corporation, Quasi-Municipal Corporation or Sub-unit thereof.

Notice is hereby given that the PLAN COMMISSION of the City of Wausau, Wisconsin will hold a regular or special meeting on the date, time and location shown below.

Meeting of the: **PLAN COMMISSION OF THE CITY OF WAUSAU**
Date/Time: **Tuesday, October 19, 2021 at 5:00 pm.**
Location: **City Hall (407 Grant Street, Wausau WI 54403) - COMMON COUNCIL CHAMBERS**
Members: Katie Rosenberg (C), Eric Lindman, Pat Peckham, Tom Neal, Bruce Bohlken, Andrew Brueggeman, George Bornemann

AGENDA ITEMS FOR CONSIDERATION (All items listed may be acted upon)

1. Approve the minutes from the September 21, 2021 meeting.
2. **PUBLIC HEARING:** Discussion and possible action on approving a conditional use at 410 South Bellis Street to allow for assembly of components for transportation vehicles, in a MI, Medium Industrial Zoning District. (Seagrave Fire Apparatus LLC)
3. Next meeting date and future agenda items for consideration.
4. Adjournment

The meeting is being held in person and via teleconference (all public participants' phones will be muted during the meeting) **by calling 1-408-418-9388. The Access Code is 2499 919 3369. Password zYxZGxr3B33**

Members of the public who do not wish to appear in person may view the meeting live over the internet at <https://tinyurl.com/wausaucitycouncil>, on the City of Wausau's YouTube Channel https://www.youtube.com/channel/UC-Nigpdco_i8sq5FbbJD_aw, live by cable TV, Channel 981, and a video is available in its entirety and can be accessed at <https://tinyurl.com/wausaucitycouncil>. Any person wishing to offer public comment who does not appear in person to do so, may e-mail melissa.engen@ci.wausau.wi.us with "Plan Commission public comment" in the subject line prior to the meeting start. All public comment, either by email or in person, will be limited to items on the agenda at this time. The messages related to agenda items received prior to the start of the meeting will be provided to the Chair.

This Notice was posted at City Hall and emailed to the Daily Herald newsroom on 10/13/2021 @ 2:30 p.m. Questions regarding this agenda may be directed to the Planning Department at (715) 261-6760.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6590 or ADAServices@ci.wausau.wi.us to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the even the City of Wausau will make a good faith effort to accommodate your request.

Distribution List: City Website, Media, Committee Members, Council Members, Assessor, Attorney, City Clerk, Community Development, Finance, Metro Ride, Human Resources, Police Department, Hebert, Lenz, Stahl, Polley, County Planning, Seagrave Fire Apparatus LLC

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

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.



Memorandum

From: Brad Lenz
To: Plan Commission
Date: October 13, 2021
Subject: 410 South Bellis Street, Conditional Use Application

Introduction

Seagrave Fire Apparatus, LLC has applied for a Conditional Use Permit for 410 South Bellis Street. The parcel is zoned MI - Medium Industrial District. This district permits mid-scale to large-scale industrial development at an intensity which is compatible with adjacent residential and commercial development. It is geared toward indoor industrial activities and tends to be heavy, but not typically a nuisance for adjoining properties.

The 410 Bellis Street property contains a series of connected buildings. Seagrave plans to use an existing building for their operations, which is assembling cabs for fire-fighting vehicles. Small improvements to the building would be made, and operations of the business would be performed indoors. More information can be found in the attached application from the petitioner, as well as their business description.

The proposed use is categorized as heavy industrial, with “transportation vehicle producers” being listed in the zoning code as an example of a heavy industrial land use. The existing use of the property as a recycling facility is also listed as a heavy industrial example. Under Wausau Municipal Code 23.05.10(2), if parcel or lot contains an existing nonconforming use, the addition of a new conforming use on that parcel or lot shall require a conditional use permit, subject to the standards, criteria, and procedures prescribed by section 23.10.32 (Conditional Use Permit Procedures), in order to ensure compatibility with the existing nonconforming use.

Conditional Use Procedure

The City of Wausau zoning code that went into effect on January 1, 2020 requires two Plan Commission meetings to approve or deny a conditional use. The October 2021 Plan Commission meeting serves as the first of two meetings, with the second meeting and decision expected at the November 2021 Plan Commission meeting.

Substantial Evidence

“Substantial evidence” means facts and information, other than personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion (W.M.C. § 23.10.32(6)(a)). Statements of personal preferences or speculation not based on *substantial evidence* must be disregarded by the Plan Commission.

Recommended Findings

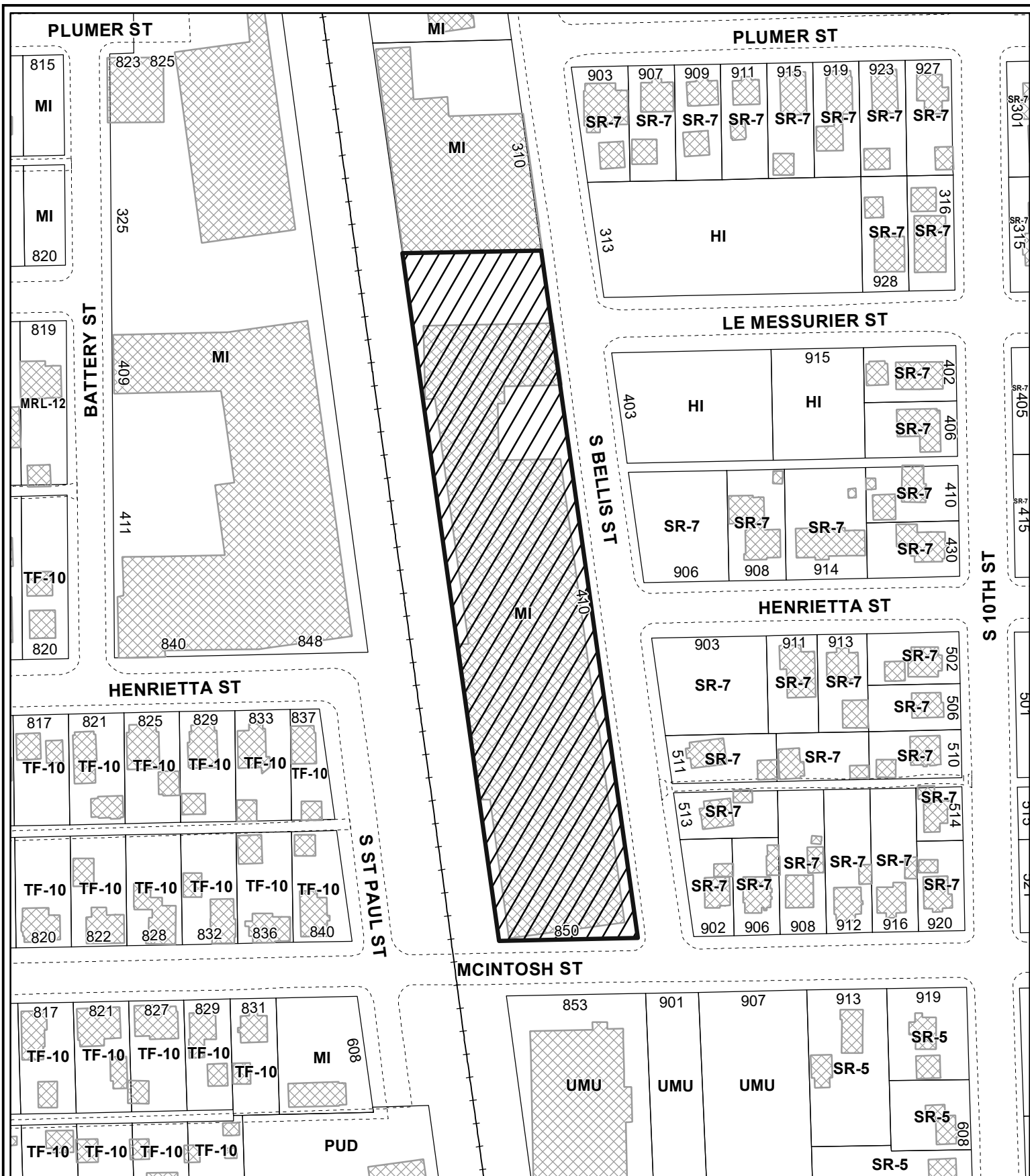
When deciding on a proposed conditional use permit the Plan Commission must consider whether the conditional use:

- Is in harmony with the Comprehensive Plan
- Would result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare.
- Maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
- Is located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public or private agencies serving the subject property.
- The potential public benefits outweigh any potential adverse impacts of the proposed conditional use, after taking into consideration the applicant’s proposal and any requirements recommended by the applicant to ameliorate such impacts.

Following the public hearing, staff will compile materials for a report of preliminary recommended findings, which will include substantial evidence presented at the public hearing.

Recommended Motion

Final action on the Conditional Use Permit will take place at next month’s Plan Commission meeting, at which time a motion may be made to approve, approve with conditions, or deny the request.



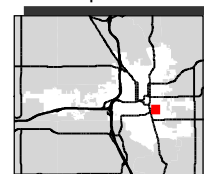
Map Date: September 30, 2021

City of Wausau
Marathon County Wisconsin

0 100 200
Feet

 Area of Interest
 Building

Map Location



**Seagrave Fire Apparatus
Proposed use of
410 S Bellis St**

Seagrave plans to assemble our cabs at this location with the goal of employing 30 to 50 1st shift employees. The majority of these employees will be mechanical and electrical assemblers.

Assembly Process

- 1. A welded and painted cab will be delivered to the site along with all the internal and many external components (seats, dash, electrical wiring, lights, etc.).**
- 2. The Cab will then be fitted on site, then brought back to the Clintonville location to be mated to the Chassis. Current Plans are to have 1 - 2 deliveries to/from the Clintonville location daily.**
- 3. The assembly process will mainly use hand, cordless, and air tools. There are no plans for painting, or storage of fluids onsite.**
- 4. A limited amount of welding might be done if repairs are needed to a cab. If extensive welding repairs are needed the cab will be brought back to the Clintonville site for repair.**
- 5. The use of a propane forklift will be required to move cabs and materials.**
- 6. Nothing will be stored outside of the building.**
- 7. The processes will not involve any sound, vibration, or odor what will be noticeable outside the building.**

Parking

- 1. Plans are to use the parking lot across the street on Bellis and Henrietta St (southeast corner) with approximately 30 parking slots. Overflow options would be to use the lot on Bellis and Le Messurier St.**

Building Modifications.

- 1. The bathrooms will be updated to for ADA compliance. When finished there will be 2 separate bathrooms for both men and women.**
- 2. Some modifications may need to be done to entrance doors to be ADA compliant.**
- 3. Plans are to turn current southern most office space into an enclosed break room for employees.**
- 4. Updates to the northern most offices will be done for immediate use.**
- 5. Future plans would be to construct additional 1-3 offices and small meeting room.**

CITY OF WAUSAU

APPLICATION FOR A CONDITIONAL USE

For background on the conditional use process and other important information, please read the *"Information and Instructions for City of Wausau Conditional Use Process"* carefully before completing this application.

Please provide all of the information requested below, including a site plan, a written description of the conditional use including type of activities, buildings, structures and off-street parking, as well as the number of employees, written justification for conditional use including evidence that the application is consistent with the City of Wausau Comprehensive Plan and a Traffic Impact Analysis for group and large development projects. If you have questions during the course of preparing the application, contact either the Zoning Administrator at 715-261-6783 or the City Planner at 715-261-6753. (PLEASE PRINT OR TYPE)

1. Address of the property where the conditional use is requested:

410 S Bells St., Wausau, WI 54403

2. Provide a legal description of subject property in the space below or attach a copy of the legal description to this application. (For example, the legal description might be the lot, block, and name of a subdivision, or a Certified Survey volume and page number, or some other type of legal description. The City Assessor, at 715-261-6600, may be able to provide this information):

City of Wausau Parcel Id# 0930

3. Name(s) of Applicant Business: Seagrave Fire Apparatus, LLC

Name of Contact Person (PLEASE PRINT): Todd Woodward

Mailing Address: 105 East 12th Street Clintonville, WI 54929

Email Address: todd.woodward@seagrave.com

Daytime Phone No. of Contact Person: 715-823-1885

Evening Phone No. of Contact Person: 715-480-8309

What is your interest in the subject property? (For example, owner, prospective owner, renter, attorney for owner, etc.)

Renter

4. Property Owner Name(s) if Different from Applicant: CORBEC, LLC, a Wisconsin limited liability company

Mailing Address: 1040 Indianhead Dr., Mosinee, WI 54455

Email Address: 715cory@gmail.com

Owner's Daytime Phone Number: 715-693-7123

Owner's Evening Phone Number: 715-574-7193

5. What is the area, in square feet, of the property on which the establishment of the conditional use is requested? 48,188 square feet
6. What is the present zoning of the subject property? M1
7. What is (are) the present use(s) of the subject property? Warehouse, light manufacturing
8. Proposed use(s) of property: Assembly of components for our final product.

Primary Use (reason for conditional use request): Our industry is heavy manufacturing, however the portion of the product we plan to assemble at this site is more of a medium to light manufacturing process. We will essentially be trimming out one of the components of our product

Secondary use (if any) of property in addition to the conditional use: None

Other use(s): None

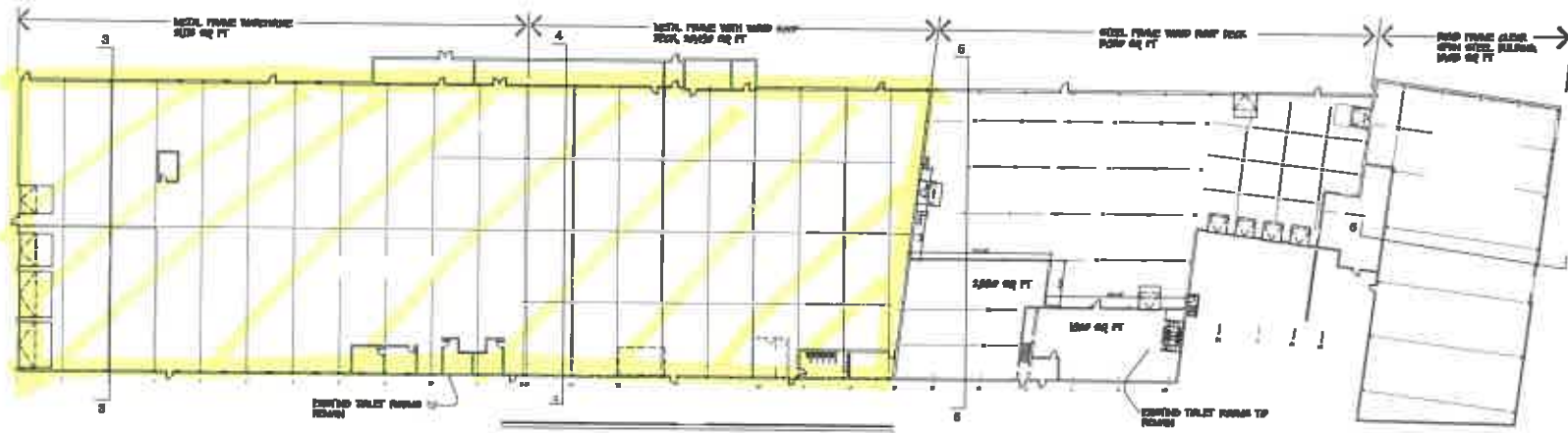
9. Describe in detail the nature of your proposed conditional use request. Include information regarding construction of new buildings, remodeling of existing buildings, location and amount of parking, number of employees, hours of operation, proposed type, size, location, and style of any new sign(s), and other pertinent information. (This information may be provided on a separate sheet or sheets)

Generally, a site plan and more detailed information about any buildings will need to be submitted in order to more accurately explain your proposal. This is described in greater detail in the attached section, "*Site Plan and Building Information*".

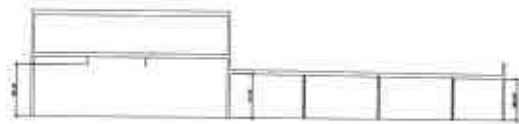
This application, the site plan and all other information provided by the applicant, including testimony made at the public hearing, become part of the public record of your conditional use request. Any material variations from this application could be cause for the Plan Commission to void this application and require the applicant to reapply for the conditional use. Therefore, do not make written or verbal statements regarding the proposed use(s) that are not entirely accurate. (Include additional page(s) if necessary)

We plan to use the existing building with minimal changes. Normal shift would be 7AM to 3:30 PM - Monday through Friday with overtime as needed. We are looking to hire up to 50 employees when we are at full assembly levels.

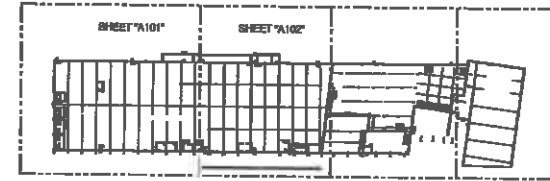
NOTE: If you are submitting an application for a community living arrangement (group home, community based residential facility, etc.) please request a copy of the City's *Policy Regarding Location and Distribution of Community Living Arrangements* (April, 1996). This policy is available from the Inspections Department and identifies additional information that **MUST be submitted with your conditional use application for this type of use.**



1 BUILDING PLAN



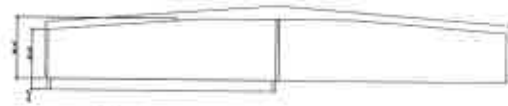
5 BUILDING SECTION
A100 1/16" = 1'-0"



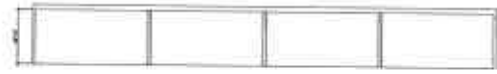
2 KEY PLAN



6 BUILDING SECTION
A100 1/16" = 1'-0"



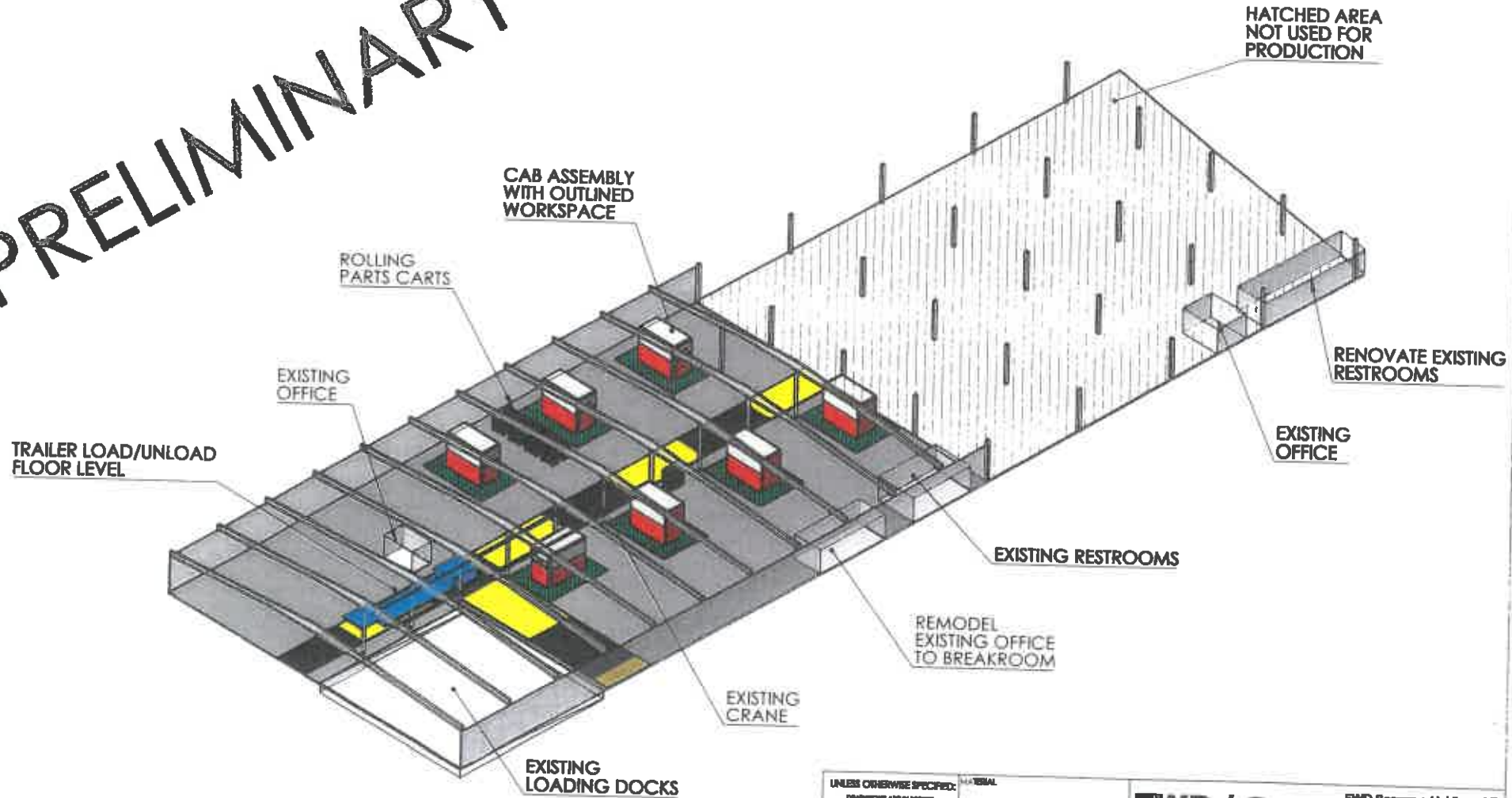
3 BUILDING SECTION
A100 1/16" = 1'-0"



4 BUILDING SECTION
A100 1/16" = 1'-0"

 = SECTION of Building Seagrave Plans TO USE.

PRELIMINARY



FWD SEAGRAVE HOLDINGS, LP, ITS SUBSIDIARIES, SUCCESSORS AND/OR ASSIGNS (COLLECTIVELY, "FWD SEAGRAVE") OWNS PROPRIETARY RIGHTS IN AND TO THIS DRAWING AND INFORMATION CONTAINED THEREIN. THIS DRAWING IS CONFIDENTIAL AND SHOULD NOT BE USED OR REPRODUCED FOR ANY PURPOSE WITHOUT THE WRITTEN CONSENT OF FWD SEAGRAVE.

APPLICATION VET APP		UNLESS OTHERWISE SPECIFIED: DIMENSIONS ARE IN INCHES TOLERANCES DIMENSIONAL TOLERANCES TO INDICATE .50 DIMENSIONS .50 DIMENSIONS .50 DIMENSIONS .50		GENERAL CONTRACT NO.		FWD / Seagrave FWD Seagrave Holdings, LP 105 E. 12th St. Clintonville, WI 54929	
MEAT TREAT: HARDNESS: CASE DEPTH: GRAIN SIZE:		PREPARED: C.B. CHECKED: APPROVED: MFG.:		DESCR.: Layout, Assembly Plant, 410 Bell Street, Wausau, WI		DWG. NO.:	
WIND ANGLE: PROJECTION:		SCALE: 1:500		WEIGHT:		SHEET 1 OF 1	

Mr. Brad Lenz, AICP/City Planner, Mr. William Hebert/Zoning Administrator, Wausau City Plan Commission, City of Wausau Common Council, Mr. Cory Tomczyk/Property Owner, Katie Rosenberg/Mayor City of Wausau

Dear Sirs:

Our Names are Gerald A. and Bette L. Brummond. We are residents at 908 Henrietta street. We are writing this letter in reference to a letter we received last week concerning a public hearing before the Wausau City Plan Commission and the application of Seagrave Fire Apparatus, LLC. For a conditional use of property at 410 S. Bellis ST. in Wausau Wisconsin. I am sorry that we will be unable to attend the hearing on Tuesday October 19, 2021 at 5:00 p.m. We request that this letter be read at the hearing and entered into the minutes of the hearing.

We have been residents at 908 Henrietta Street in Wausau, Wisconsin (directly across the street from 410 S. Bellis Street) for over fifty two (52) years. During that span of time, there have been several manufacturing businesses in that building. We have never been disturbed or had any problems with any of those businesses. This includes some of the businesses that operated second and third shift, even during the summer. The buildings and the curb appeal has been kept to a very respectable standard. During the time when the building was vacant, the property was neglected to the point of it being a disgrace to be living in the neighborhood. Also, during the time of being vacant, there was vandalism and vagrancy. The current owner of the property at 410 S. Bellis St. has invested funds and time into the property to make it secure, safe, respectable, and an appealing part of our neighborhood. These efforts have made our entire neighborhood much more safe and secure, particularly at night.

We have questioned the purpose and intentions of Seagrave Fire Apparatus, LLC. And what their manufacturing process would be. It does not appear that they would be doing any thing that would be detrimental to our neighborhood. This addition of business to the city of Wausau would also add tax dollars and additional employment to our fine city.

It is with all of these items and more that we recommend and appeal to the City of Wausau Plan Commission and the City of Wausau Common Council that the petition of Seagrave Fire Apparatus, LLC. For a conditional use be approved and granted.

If You have any questions or concerns, please do not hesitate to contact us.

Respectfully,

Gerald A. Brummond, Bette L. Brummond