

PLAN COMMISSION

MINUTES

JUNE 26, 2023

The Plan Commission met on the above date at 4:30 p.m. in the Council Chambers.

The following members were present: Mayor McFarland, Ald. Blanke, Holloway, Konz, Lampe, Talaga, Zirbes, (Krueger joined the meeting virtually).

Others in Attendance: Trevor Frank, Don Bartz, Julaine Appling, Diane Westphall, Ricardo Contreras, Jennifer Getz, Eric Schmid, Ruth Mack, Chief Teesch.

1. Call to order

2. Approval of Minutes

NONE

3. Business

A. Conduct public hearing: 111 S. Montgomery Street – Conditional Use Permit (CUP) request for St. Jude Academy, Inc. under Indoor Institutional Section 550-25B(2)(d)

Mayor McFarland opened the public hearing and invited public comment.

Hearing none the public hearing was closed.

B. Review and take action: 111 S. Montgomery Street – Conditional Use Permit (CUP) request for St. Jude Academy, Inc. under Indoor Institutional Section 550-25B(2)(d)

Brian Zirbes (Zoning Administrator) presented the request for a CUP for 111 S. Montgomery Street.

Motion made by Blanke and seconded by Konz to approve with no conditions passed on a unanimous voice vote.

C. Conduct public hearing: 308 Hyland Street – Conditional Use Permit (CUP) request for an automotive repair business under Vehicle Repair and Maintenance Section 550-36B(2)(c)

Mayor McFarland opened the public hearing and invited public comment.

Hearing none the public hearing was closed.

D. Review and take action: 308 Hyland Street – Conditional Use Permit (CUP) request for an automotive repair business under Vehicle Repair and Maintenance Section 550-36B(2)(c)

Brian Zirbes (Zoning Administrator) presented the request for a CUP for 308 Hyland Street.

Motion made by Holloway and seconded by Lampe to approve with no conditions passed on a unanimous voice vote.

E. Review and take action: Fire Department Concept Plan

Trevor Frank lead architect with Short, Elliot, and Hendrickson gave a presentation on the concept plan for the new fire station project.

Motion made by Holloway and seconded by Lampe to forward the concept plan with a positive recommendation to the common council passed on a unanimous voice vote.

F. Review and take action: New Fire Station Certified Survey Map (CSM)

Review the CSM for the new fire station project.

Motion made by Holloway and seconded by Konz to approve passed on a unanimous voice vote.

G. Initial review and set public hearing date: Rezoning for new fire station from MR-8, Multi-Family Residential and GB, General Business to CB, Central Business

Brian Zirbes identified the zoning requirements for the new fire station and the changes that need to be made.

Motion made by Holloway and seconded by Lampe to set the public hearing for August 1st passed on a unanimous voice vote.

H. Review and take action: 1403 Richards Avenue Preliminary Certified Survey Map (CSM)

Brian Zirbes (Zoning Administrator) presented the request for a CSM for 1403 Richards Avenue.

Motion made by Konz and second by Blanke to approve passed on a unanimous voice vote.

I. Review and take action: Preliminary Certified Survey Map (CSM) for Hunter Oaks Areas B and A-D

Brian Zirbes (Zoning Administrator) identified that this CSM had been previously approved by the Plan Commission but not recorded with the register of deeds. Need to be approved so it can be recorded properly.

Motion made by Holloway and seconded by Talaga to approve passed on a unanimous voice vote.

J. Initial review and set public hearing date: 1722 S. Church Street text amendment for drive thru signage

Brian Zirbes (Zoning Administrator) identified the proposed changes for drive thru signage.

Motion made by Holloway and seconded by Lampe to set the public hearing for August 1st passed on a unanimous voice vote.

K. Review public hearing comments and make recommendation to Council: Zoning Ordinance Text Amendments to Section 550

There were no comments at the public hearing.

Motion made by Holloway and seconded by Talaga to forward the amendments to the common council with a positive recommendation passed on a unanimous voice vote.

All materials discussed at this meeting can be found at:

<https://mccmeetings.blob.core.usgovcloudapi.net/watertwnwi-pubu/MEET-Packet-dd67ba35ddd84fb0b2403a581281162b.pdf>

4. Adjournment

Motion to adjourn was made by Blanke and seconded by Talaga passed on a unanimous voice vote at 5:26pm.

Respectfully Submitted,

Alderman Brad Blanke