



Commission Members Present: Granlund, Wolfgram, Davis, Obaid, Christopherson

Commission Members Absent: Helgeson, Erickson, Brandvold, Johnson

Staff Members Present: Allen, Baumgartner, Ness, Tietz

1. Call to Order – Chairperson Granlund called the Plan Commission meeting to order at 7:00 p.m.
2. Roll Call – Chairperson Granlund called roll for the meeting. Commissioners Granlund, Wolfgram, Davis, Obaid, and Christopherson were present.
3. Open public comment period for items not on the agenda noted as public hearings. No one from the public came forward with comments on the items at hand.

Consent Agenda

4. Approval of December 5, 2022 minutes.
5. Certified Survey Map Approval – For Recommendation to City Council
 - a. CSM-2-23 Storm Water Easement

Motion by Commissioner Obaid to approve the consent agenda. Seconded by Commissioner Wolfgram and the motion carried unanimously.

Regular Agenda

6. Public Hearing – For Recommendation to City Council – Rezoning (Z-1719-22) TR-1A to R-3P and Preliminary Plat (P-14-22) Sunnyvale Acres

Planner Baumgartner presented the request for a rezoning and a preliminary plat for a nine (9) lot multi-family subdivision. Baumgartner highlighted that the item had been postponed from the December 5 meeting and staff had met with the applicant on December 12 to discuss staff's initial report and conditions. He then discussed details of the project, noting what had changed since the applicant's initial submission, such as the inclusion of a trail system and having a new building design on Lot 1; and what still needed to be adjusted prior to the site plan application, including the revisiting of the design concept for Lot 7, the inclusion of a 30' trail easement on the highway abutting side of Lot 7, and that many of the lots were still not meeting the 50% total curb cut width.

Commissioner Christopherson noted that it was a 3-4 year build out plan and asked if the Plan Commission's approval was on just what was being proposed to be built or that they were satisfied with this plan and the agreement that staff will follow up on the considerations that they were looking for. Planner Baumgartner responded that they were approving the rezoning and the general development plan that night and that the final site plan(s) and more of the specific details will be coming at a later date. Christopherson then asked if all of those considerations that staff was proposing were going to be met in the site plan. Baumgartner replied that they would have to be met at the time of site plan.

Matt Scheidler and Gene Stenulson, applicants, came forward and went through some of the background on themselves and the project and stood for questions.

Commissioner Davis asked about the phasing plan and what they are starting with. Mr. Scheidler responded that Phase I will start be the extension of Southern Way and the building of Lots 1 & 2, Phase II will be Lots 3 & 4, and Lot 7 will be the final phase. Chairperson Granlund asked if that was essentially building west to east; Mr. Stenulson responded that that was correct.

Commissioner Wolfgram spoke on affordability of the project and asked how, as private developers, the applicants are able to project the affordable rents. Mr. Stenulson responded that it was due the efficiency of the buildings, that as builders and electricians they can have their guys do the work, and that they did their research on the rent in the area.

Commissioner Christopherson asked if they saw any difficulties in being able to meet the requirements for the project? Mr. Scheidler responded that it was the diversification of the building styles, stating that they were planning to meet that through having a variety of building colors, especially on Southern Way. Scheidler also mentioned condition 4 relation to the redesigning of Lot 7.

Mark Erickson, applicant representative from Everyday Surveying and Engineering, came forward and gave some additional background on the project, noting how the proposed orientation of Southern Way was changed based on discussions with the Engineering Department. Erickson then advocated for the optional parking on Lot 1, commented on the proposed trail easement, and explained their efforts to meet the 50% curb cut standard.

Chairperson Granlund asked if Southern Way was going to have an actual connection to Graff Road or if a temporary cul-de-sac at the end of Southern Way. Mr. Erickson responded that they will be putting in a temporary, asphaltic cul-de-sac at the end of it that will meet fire code standards.

Chairperson Granlund asked if anyone from the public would come forward to speak on the item. No one from the public spoke.

Chairperson Granlund then asked for a motion and asked staff if they needed to do it as two separate motions or as a single motion. Director Allen responded that either way would be fine and that they would be making the final approval of the preliminary plat and a recommendation to City Council on the rezoning that they could do it as two motions if they like.

Motion by Commissioner Christopherson to recommend the rezoning with general development plan to council, seconded by Commissioner Obaid.

Commissioner Wolfgram asked if the motion needed to be with staff conditions. Allen responded that it was a rezoning with a General Development Plan (GDP) and that it included conditions as noted in the staff report. The motion carried unanimously.

Motion by Commissioner Christopherson to approve the preliminary plat with conditions, seconded by Commissioner Wolfgram.

Commissioner Christopherson asked about how items associated with the project will be going to City Council. Director Allen responded that the rezoning with the General Development Plan (GDP) will be going to the City Council, the preliminary plat is exclusive to the Plan Commission, and the final plat(s) will go before the Plan Commission for recommendation to City Council.

With no further comment, the motion carried unanimously.

7. Public Hearing – For Approval by the Plan Commission – Conditional Use Permit (CZ-2217) – Bed and Breakfast

Planner Baumgartner presented a conditional use permit (CUP) for a Bed and Breakfast (short term rental), going over the location of the project, the classifications of the roads in the area, how the site was accessed, and that it met all of the standards except for the paving standards. To meet this standard, Baumgartner recommended the condition to have the applicant pave the remainder of the off-street parking area. He concluded by explaining that while it was being processed as a bed and breakfast that the only real difference that will be made as part of this project is the term lengths of the rental on the lower floor will be changing.

The commission didn't have any questions for staff regarding proposed conditional use permit (CUP).

Ben Hays, applicant, came forward to answer any questions that the commission may have. Chairperson Granlund asked if he wanted to present anything else on the project. Mr. Hays responded by pointing out the new paving area that can fit three (3) vehicles, that there is an upstairs renter in the rest of the unit, and that the rest of the back-surface area leading up to Wisconsin Street is dirt and gravel.

Commissioner Christopherson asked if Hays saw any difficulty in providing the improved surface area that staff is asking for. Mr. Hays responded that he didn't and asked if it had to be concrete or could it be crushed rock. Planner Baumgartner responded that it would need to be either concrete or asphalt, or something else of that standard. Hays then asked if it would require his neighbors to pave their unimproved surfaces. Baumgartner responded that it would not and that it would only be affecting his property.

Chairperson Granlund asked if anyone from the public would come forward to speak on the item. No one from the public spoke.

Motion by Commissioner Christopherson moved to approve the request for the conditional use permit with staff conditions. Seconded by Wolfgram and the motion was carried unanimously.

8. Public Discussion – For Approval by the Plan Commission – Site Plan (SP-2223 Amd) – Chippewa Valley Airport

Director Allen presented the request for a waiver to allow for temporary gravel parking area in the location of the recently approved parking area that the applicant would be paving later in the year. Allen also noted that the erosion control and silt fencing that was being requested as a condition by the Engineering Department would be provided at the time of paving.

The commission didn't have any questions for staff regarding the temporary waiver.

Charity Zich, director of the Chippewa Valley Regional Airport, came forward and stood for questions. None of the commissioners had any questions.

Motion by Christopherson to approve the parking waiver with the condition for erosion control and the silt fencing, seconded by Wolfgram and the motion was carried unanimously.

9. Future Agenda Items and Announcements

Director Allen announced that the next meeting will be on Tuesday, January 17th due to administrative offices and City Hall being closed for training. He also mentioned that the consultant will be in town the following week for the regional housing study.

10. Adjournment
The meeting adjourned at 7:51 p.m.



Zina Obaid, Secretary