

**CITY PLAN COMMISSION  
MARSHFIELD, WISCONSIN  
MINUTES OF MAY 19, 2015**

Meeting called to order by Secretary Knoeck at 7:00 PM in the Council Chambers of City Hall Plaza.

**PRESENT:** Mayor Meyer – arrived at 7:25 PM, Ed Wagner, Laura Mazzini, Joe Gustafson; Josh Witt; Bill Penker & Ken Wood

**EXCUSED:** None

**ABSENT:** None

**ALSO PRESENT:** City Administrator Barg, Director of Public Works Knoeck; Planning & Economic Development Director Angell; City Planner Miller; Zoning Administrator Schroeder; the media; and others.

**PC15-22** Motion by Wood, second by Penker to recommend approval of the minutes of the April 21, 2015 City Plan Commission meeting.

**Motion Carried**

Commissioner Mazzini nominated Commissioner Wagner for Vice-Chairman of the City Plan Commission.

Commissioner Penker nominated Commissioner Mazzini for Vice-Chairman of the City Plan Commission.

There being no other nominations for Vice Chair, the Secretary declared nominations to be closed. By vote of written ballot, Commissioner Wagner was elected as Vice-Chairman of the City Plan Commission

**Citizen Comments: None**

Conditional Use Request by Jesse Kilty to allow an animal boarding facility with an outdoor kennel area at 402-404 East 4th Street and 403 South Cherry Avenue, zoned “UMU” Urban Mixed Use. (**APPLICATION WITHDRAWN BY APPLICANT**)

**PUBLIC HEARING** - Conditional Use Request by Randell Kruger to allow the total area of “Residential Accessory Buildings” to exceed the maximum accessory structure allowance of 1,200 square feet located at 412 West Park Street, zoned “SR-3” Single Family Residential.

**COMMENTS: None**

**PC15-23** Motion by Wood, second by Penker to recommend approval of the Conditional Use Request by Randell Kruger to allow the total area of “Residential Accessory Buildings” to exceed the maximum accessory structure allowance of 1,200 square feet located at 412 West Park Street, zoned “SR-3” Single Family Residential, contingent upon the following:

1. The architecture carport feature that is attached to the house will not be calculated as part of the maximum residential accessory structure allowance of 1,200 square feet.
2. The proposed detached garage may be constructed as presented.

**Motion Carried**

**PUBLIC HEARING** - Conditional Use Request by Bernadine Kempf to allow the total area of “Residential Accessory Buildings” to exceed the first floor area of the principal structure and the maximum accessory structure allowance of 1,200 square feet located at 3023 West Veterans Parkway and 3024 Popp Avenue, zoned “SR-3” and “SR-2” Single Family Residential.

**COMMENTS: None**

**PC15-24** Motion by Penker, second by Gustafson to recommend approval of the Conditional Use Request by Bernadine Kempf to allow the total area of “Residential Accessory Buildings” to exceed the first floor area of the principal structure and the maximum accessory structure allowance of 1,200 square feet located at 3023 West Veterans Parkway and 3024 Popp Avenue, zoned “SR-3” and “SR-2” Single Family Residential, contingent upon the following:

1. The presented preliminary Certified Survey Map must be completed and recorded to combine the south half of 3024 Popp Avenue with 3023 West Veterans Parkway and the north half of 3024 Popp Avenue with 3028 Popp Avenue.
2. An ordinance approving the rezoning of the south half of 3024 Popp Avenue from “SR-2” to “SR-4” Single Family Residential must be approved prior to the final approval of a resolution officially approving this conditional use permit.

**Motion Carried**

**PUBLIC HEARING** - Rezoning Request by Bernadine Kempf to change the zoning from “SR-2” Single Family Residential to “SR-4” Single Family Residential located at 3024 Popp Avenue to allow this property to be combined with the adjacent property to the west, 3023 West Veterans Parkway, zoned “SR-4” Single Family Residential.

**COMMENTS: None**

**PC15-25** Motion by Penker, second by Gustafson to recommend approval of the rezoning request by Bernadine Kempf to change the zoning from “SR-2” Single Family Residential to “SR-4” Single Family Residential located at 3024 Popp Avenue to allow this property to be combined with the adjacent property to the west, 3023 West Veterans Parkway, zoned “SR-4” Single Family Residential and request an ordinance be drafted for Common Council consideration.

**Motion Carried**

**PUBLIC HEARING** - Conditional Use Request to review and possibly rescind the Conditional Use Permit that was granted to allow off-site parking, for Duane Schutz, on behalf of Nutz Deep II, for property located at 809 South Central Avenue, zoned “DMU” Downtown Mixed Use district.

**COMMENTS: None**

Phil Hiller, 401 n Anton, - frustrated most that City has not enforced the agreement that was in place. Also concerned that 51 stalls are not enough for this establishment at peak times. He knows this because his parking lot is packed. He has done some calculations of his own based on peak occupancy and 51 stalls is nowhere near enough. The CUP included stipulations that were not enforceable. He had an agreement drafted by an attorney to address the CUP condition. Mr Schutz refused to sign. Hiller is frustrated that since nothing can be done, the easiest thing is to rescind it. He knows that his parking lot will be used regardless because it is more convenient. Feels the PC should do some homework to create some sort of teeth to uphold the conditions that

are placed on the CUP. Concerned that city is setting a precedence that allows people to get approval with conditions but then they can do what ever they want.

Mayor Meyer arrived at 7:25 PM and assumed the chair.

Duane Schuetz – Nutz Deep II – feel with the money he is spending on his parking lot, putting signs up, paving the lot feels he is addressing the situation. He has made an effort to clean up the lot in the morning. He has added some liability insurance to cover damage in the Hiller lot.

**PC15-26** Motion by Wagner, second by Wood to recommend approval of the Conditional Use Request to rescind the Conditional Use Permit that was granted to allow off-site parking, for Duane Schutz, on behalf of Nutz Deep II, for property located at 809 South Central Avenue, zoned “DMU” Downtown Mixed Use district, to become effective after the lot has been paved.

**Motion Carried**

**PUBLIC HEARING** - Municipal Code Amendment to amend Chapter 18, General Zoning Ordinance, Section 18-35 to allow the principal “animal boarding” use to be permitted by a conditional use permit in the “CMU” Community Mixed Use district and to amend Section 18-54, updating the table of land uses.

**COMMENTS: None**

**PC15-27** Motion by Penker, second by Wood to recommend denying the Municipal Code Amendment to amend Chapter 18, General Zoning Ordinance, Section 18-35 to allow the principal “animal boarding” use to be permitted by a conditional use permit in the “CMU” Community Mixed Use district because of the outdoor exercise areas and the potential noise pollution that are generally associated with these uses would still have the potential to be close to residentially zoned properties.

**Motion Carried**

**PUBLIC HEARING** - Municipal Code Amendment to amend Chapter 18, General Zoning Ordinance, Section 18-141(2)(b) under Article IX Historical Preservation, to clarify the powers and duties of the Historic Preservation Committee to collect and store historic data and records.

**COMMENTS: None**

**PC15-28** Motion by Wagner, second by Witt to recommend approval of the Municipal Code Amendment to amend Chapter 18, General Zoning Ordinance, Section 18-141(2)(b) under Article IX Historical Preservation, to clarify the powers and duties of the Historic Preservation Committee to collect and store historic data and records and request an ordinance be drafted for Common Council consideration

**Motion Carried**

**PC15-29** Motion by Wood, second by Mazzini to recommend approval of Resolution 2015-22, vacating and discontinuing portions of relocated Yellowstone Drive and Galvin Avenue right-of-way, located in the SW ¼ of the SW ¼ of Section 15; the SE ¼ of the SE ¼ of Section 16; the NE ¼ of the NE ¼ of Section 21; and the NW ¼ of the NW ¼ of Section 22, all located in Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin, and refer to the Common Council for consideration.

**Motion Carried**

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City Planner Miller reviewed and updated the Plan Commission on the Design Concepts and public input process for the 2<sup>nd</sup> Street Corridor.

Mayor Meyer nominated Commissioner Wood to the Historic Preservation Committee.

**PC15-30** Motion by Wagner, second by Penker to recommend the appointment of Commissioner Wood to the Historic Preservation Committee.

**Motion Carried**

**Items for Future Agendas: None**

**Staff Updates: None**

There being no objections, Chairman Meyer adjourned the meeting at 8:09 PM.



**Daniel G. Knoeck, Secretary**  
**CITY PLAN COMMISSION**