

**CITY PLAN COMMISSION  
MARSHFIELD, WISCONSIN  
MINUTES OF NOVEMBER 15, 2016**

Meeting called to order by Mayor Meyer at 7:00 PM in the Council Chambers City Hall Plaza.

**PRESENT:** Mayor Meyer, Ed Wagner, John Kaprelian, Bill Penker, Ken Wood & Kyle Weik

**EXCUSED:** Joe Gustafson

**ABSENT:** None

**ALSO PRESENT:** Alderman Earll; City Administrator Barg; Development Services Director Angell; City Planner Miller; Director of Public Works Knoeck; the media and others.

**PC16-55** Motion by Wood, second by Penker to recommend approval of the minutes of the October 18, 2016 City Plan Commission meeting.

**Motion Carried**

**Citizen Comments - None**

**PUBLIC HEARING** - Conditional Use Request by Pam Johns, to permit an 8-bed Community Based Residential Facility (CBRF), “Community Living Arrangement” use in the “SR-2” Single Family Residential district. The request includes exceptions to being located within 2,000 feet and across the street from another Community Living Arrangement, and for the total “Community Living Arrangement” population to exceed 1% of the City population and 1% of the Aldermanic District population, located at 718 South Drake Avenue.

**COMMENTS:**

- Alderman Earll brought forward concerns of neighbor at 8<sup>th</sup> Street and Drake Avenue who was not able to attend the meeting. Her concerns include increased traffic on Drake Avenue; parking restrictions on the west side of Drake Avenue will encourage parking along the east side of the street, possibly causing damage to the terrace area along her house and she would get charged for repair; and she is concerned about property values being impacted.

**PC16-56** Motion by Penker, second by Wood that based on findings that the proposed community living arrangement will provide housing to residents that fall within the protected class under the Americans with Disabilities Act and the Fair Housing Amendments Act, recommend approval of a Conditional Use Permit for an 8-Bed Community Based Residential Facility at 718 South Drake Avenue zoned “SR-2” Single Family Residential District with exceptions to the 2,000 foot separation requirement and the Aldermanic and City population limitations, subject to the following conditions:

1. The Conditional Use Permit shall expire if the proper license to establish the regulated care facility is not obtained within 12 months of Common Council approval or if the license is not maintained for a period of 12 or more consecutive months.
2. The site plan for the driveway addition is approved, allowing minor modifications to be approved administratively, including future ramps as long as the changes do not result in development becoming non-compliant with this conditional use permit or other zoning code requirements.
3. Applicant is responsible for obtaining any and all building permits needed.
4. Any exterior changes or additions to the facility must be constructed of similar building materials and visual appearance as the house.
5. Staff must park on-site during shifts.

**Motion Carried**

**PC16-57** Motion by Wagner, second by Kaprelian to recommend approval of the updated Marshfield Urban Area Boundary and Functional Classification System Map as presented.

**Motion Carried**

City Planner Miller presented a review of Comprehensive Plan Issues and Opportunities. The Commission discussed various issues and opportunities related to the transportation system including our fractured bike trail and route system, heavy truck traffic on Central Avenue, pedestrian safety downtown and the possibility of a trolley system for Marshfield.

**Items for Future Agendas:**

- Discussion on definition of Institutional Neighborhoods as related to CBRF's.

**Staff Updates:**

There being no objections, Mayor Meyer adjourned the meeting at 8:22 PM

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