

**MINUTES OF THE PLANNING COMMISSION MEETING
HELD JULY 27, 2022, 6:00 PM**

Members Present: Mayor Ken Tutaj, Alderman Steve Wattawa, Commission Members Eric Stemwell, Tom Kiepczynski, Richard Lentz.

Excused: Tim Niemiec, and Charles Buechel.

Also present: City Administrator Mark Johnsrud, City Engineer/Director of Public Works Melinda Dejewski, City Attorney Paul Alexy, representing 2040 E. St. Francis Avenue – Joe Nettesheim, representing 4267 S. Packard Avenue were Viren Patel of Meni, LLC and Luis Barbosa of BMR Design Group, Inc.

1. Call to Order

The meeting was called to order by Mayor Tutaj at 6:00pm.

2. Minute Approval

A motion was made by Alderman Wattawa, seconded by Commissioner Lentz to approve the minutes of the June 22, 2022 meeting. Motion carried.

3. Correspondence

None.

4. Discussion and Possible Action

A. 4464 S. Whitnall Avenue – Front Yard Fence Application – Set Public Hearing Date

A motion was made by Alderman Wattawa, seconded by Commissioner Kiepczynski to set the date of the public hearing for August 24, 2022. Motion carried.

B. 4275 S. Packard Avenue – Parking Reduction Request

City Administrator Johnsrud stated that the application is for the Packard Liquor store at the intersection of S. Packard Avenue and E. Lunham Avenue. The new owner wants to expand the building to offer more groceries. The proposed site plan required a variance for the rear yard setback. This matter has gone to the Zoning Board of Appeals and the variance was granted. The site is also deficient in the number of parking spaces that can be designed on the site. There are currently 4 entrances to the site. The proposed site plan proposes to close the 2 entrances closest to the intersection. This allows for a better parking configuration and flow of traffic. Even with these improvements, the site is still deficient 3 spaces. The request is to approve a parking reduction of 3 spaces.

A motion was made by Alderman Wattawa, seconded by Commissioner Kiepczynski to recommend to the Common Council to approve the reduction in parking from 18 to 15 for 4267 S. Packard Avenue contingent upon the site plan presented at the July 27, 2022 meeting and the construction of the development being implemented. Motion carried.

5. Unfinished Business

Change of Zoning Application – 2040 E. St. Francis Avenue M1-SU to M1-SU for Rental of U-Haul Trucks/Vans

City Administrator Johnsrud sent an email update to the Commission which included the update from Mr. Netteshiem on the progress at the site. Many items have been addressed. Mr. Netteshiem stated that they are working with an architect for the completion of the building, waiting on the door order to arrive, and he believes that they have addressed all of the “to do” list. Alderman Wattawa stated that a lot has been done but there are still a number of items that still need addressing such as: windows/doors, siding, exterior lights, trim above the small doors and some siding/trim on the east side of Building B. Commissioner Kiepczynski stated that he did a walk through with Mr. Dysland and noted that the fire extinguishers are out of compliance.

City Administrator Johnsrud stated that the rezoning request can be considered by the Planning Commission after the following: architectural plans are submitted and approved, the contractor completes the building, and the Building Inspector and Fire Inspector approve the building(s) for occupancy. In addition, the punchlist items must also be completed. City Administrator Johnsrud also stated that he has not seen so much work accomplished in the past 30 days on the site as since Mr. Nettesheim has taken the lead on completing the outstanding items.

Mr. Nettesheim stated his request to have the rezoning completed. He again offered to put money into escrow to show good faith.

City Administrator Johnsrud stated that the City has not stopped the operation of the U-Haul at the site so there is no harm in waiting another month before starting the rezoning process.

There was general discussion on the rezoning process. All commissioners agreed that more needed to be done on the site before considering the rezoning application. A motion was made by Alderman Wattawa, seconded by Commissioner Kiepczynski to refer this item to the August 24, 2022 meeting. Motion carried.

6 Adjourn

A motion was made by Alderman Wattawa, seconded by Commissioner Stemwell to adjourn. Motion carried. Meeting adjourned at 6:36pm.