

**MINUTES OF THE PLANNING COMMISSION MEETING
HELD OCTOBER 26, 2022, 6:00 PM**

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

Excused: Tim Niemiec, and Richard Lentz.

Also present: City Administrator Mark Johnsrud, City Engineer/Director of Public Works Melinda Dejewski, City Attorney Paul Alexy, and Chris Kellenburger of 3759 S Rutland Avenue.

1. Call to Order

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

2. Roll Call

City Engineer Dejewski called the roll. Commissioners Niemiec and Lentz were excused.

3. Minute Approval

A motion was made by Alderman Wattawa, seconded by Commissioner Stemwell to approve the minutes of the September 28, 2022 meeting. Motion carried.

4. Correspondence with Possible Action

Letter from PiotShields Architecture Re: Certified Survey Map for 3759 S. Rutland Avenue

City Administrator Johnsrud stated that this was a combination of 2 lots owned by the same people to facilitate the expansion of their home and meet the zoning requirements. A motion was made by Commissioner Kiepczynski, seconded by Alderman Wattawa to recommend to the Common Council to approve the Certified Survey Map for 3759 S. Rutland Avenue. Motion carried.

4. Discussion Items with Possible Action

a. Certified Survey Map for 2227 and 2235 E. St. Francis Avenue

City Administrator Johnsrud stated that this is the former Lester Billadeau property. The current property owners received approval for a parking reduction at a previous meeting. The combination of lots allows for the previously approved parking plan to be implemented. A motion was made by Alderman Wattawa, seconded by Commissioner Kiepczynski to recommend to the Common Council to approve the Certified Survey Map for 2227-2235 E. St. Francis Avenue. Motion carried.

b. Memorial Bench Donation and Location for Helen Wozniak

It was stated that this was referred from the Common Council to review and recommend approval or denial of the proposed location of the bench. It was noted that the bench is outside of the capped area. A motion was made by Alderman Wattawa, seconded by Commission Kiepczynski to recommend to the Common Council to approve the location of the memorial bench. Motion carried.

c. Meeting Dates for November and December 2022

Mayor Tutaj asked the Commission if there were any conflicts with the proposed dates of November 16, 2022 and December 14, 2022 meetings. There were none. A motion was made by Commissioner Kiepczynski, seconded by Alderman Wattawa to change the dates of the November and December Planning Commission meetings. Motion carried.

5. Unfinished Business

None.

6 Adjourn

A motion was made by Commissioner Kiepczynski, seconded by Commissioner Buechel to adjourn. Motion carried. Meeting adjourned at 6:06pm.