

PLAN COMMISSION

MINUTES

March 24, 2025

The Plan Commission met on the above date in the Council Chambers.

The following members were present: Mayor McFarland, Alderman Blanke, Beyer, Kneser, Krueger, Talaga, Zirbes

Also in attendance: Tony Stenzel of Lakeside Construction, Joel Van Ess of Abacus Architects, Konrad Roenik of North Town Partners, Mark McClintock of Abacus Architects, Randall Mueller, Roger Herbert, Jerry Heller of D&J Sports Bar, Chris Merkein of North Town Partners, Daniel Benninger, Bill Edington of Heritage Military Music Foundation, Amber Yelk of Sassy Sweets, Steve Board, Ryan Wagner of CCI Media, Larissa Tomczak, Eric Halbur of Abacus Architects

1. Call to order

2. Approval of Minutes

A. Plan Commission minutes March 10, 2025

Motion to approve both Plan Commission minutes was made by Krueger and seconded by Talaga, passed on unanimous voice vote.

3. Business

A. Public Hearing: 621 Brookstone Way – Request for a Conditional Use Permit (CUP) for an Accessory Dwelling Unit under Sections 550-24C(2)(b) and 550-56AA

No public comment.

B. Review and take action: 621 Brookstone Way – Request for a Conditional Use Permit (CUP) for an Accessory Dwelling Unit under Sections 550-24C(2)(b) and 550-56AA

Brian Zirbes presented the request for a CUP for 621 Brookstone Way to be used as an accessory dwelling unit as a rental space.

Motion to approve with no conditions was made by Blanke, seconded by Kneser and passed on a unanimous voice vote.

C. Public Hearing: 1504 S. Church Street – request for a Conditional Use Permit (CUP) for Indoor Commercial Entertainment under Section 550-32B(2)(g) and Section 550-52H

No public comment.

D. Review and take action: 1504 S. Church Street – request for a Conditional Use Permit (CUP) for Indoor Commercial Entertainment under Section 550-32B(2)(g) and Section 550-52H

Brian Zirbes presented the request for a CUP for indoor commercial entertainment for a restaurant and commercial grocery store. There were several fire and building code violations noted at site plan review and they need to be corrected in order for a CUP to be issued.

Motion to approve with the condition that the fire and building code violations be corrected was made by Krueger, seconded by Talaga and passed on a 5-1 vote with Commissioner Kneser opposed.

E. Public Hearing: 116 W. Main Street – request for a Conditional Use Permit (CUP) for Indoor Commercial Entertainment under Section 550-34B(2)(f) and Section 550-52H

No public comment.

F. Review and take action: 116 W. Main Street – request for a Conditional Use Permit (CUP) for Indoor Commercial Entertainment under Section 550-34B(2)(f) and Section 550-52H

Brian Zirbes presented the request for a CUP for indoor commercial entertainment to remodel a former commercial space into a bakery with customer seating.

Motion to approve with no conditions was made by Kneser, seconded by Talaga and passed on a unanimous voice vote.

- G. Public Hearing:** 301 E. Main Street – Request for a Conditional Use Permit (CUP) for Indoor Commercial Entertainment under Section 550-34B(2)(f) and Section 550-52H
No public comment.
- H. Review and take action:** 301 E. Main Street – Request for a Conditional Use Permit (CUP) for Indoor Commercial Entertainment under Section 550-34B(2)(f) and Section 550-52H
Brian Zirbes presented the request for a CUP for indoor commercial entertainment to relocate an existing sports bar to 301 E. Main Street.
Motion to approve with the condition that the Knox Box be moved to be no higher than 6' from the ground was made by Blanke, seconded by Krueger and passed on a unanimous voice vote.
- I. Review and take action:** 318 Union Street – Temporary Use
Brian Zirbes presented the request for a temporary use for 318 Union Street. The request is that a temporary relocatable building (camper) be allowed to be on site due to a house fire and needed repairs. It has been requested the building be as far from the lot line as possible. The temporary use is valid upon approval for six months.
Motion to approve with the conditions that the temporary structure be as close to the home as possible, all permits are submitted to ensure hookups are safe, and the length of time be no longer than six months was made by Blanke, seconded by Kneser and passed on a unanimous voice vote.
- J. Review and take action:** 1013 S. Fifth Street indoor storage building for Heritage Military Music Foundation
Brian Zirbes presented the request for an indoor storage building. This lot was created through a CSM in February. The street is currently unimproved in front of this parcel and engineering will be looking into what improvements need to be made. Site plan has requested that this approval be contingent on the topic of the improved right of way be held open. The applicant must also provide an erosion control plan.
Motion to approve with the identified conditions was made by Krueger, seconded by Talaga and passed on a unanimous voice vote.
- K. Review public hearing comments and make recommendation to Common Council:** 1220 Wilbur Street and 1220 W. Main Street Comprehensive Plan Amendment
No public hearing comments at Common Council.
Motion to make a positive recommendation to the Common Council was made by Blanke, seconded by Kneser and passed on a unanimous voice vote.
- L. Initial review and schedule public hearing:** Zoning Ordinance Text Amendment – Central Business Apartments
Brian Zirbes presented the recommendation that this be removed from the ordinance now and be revisited with the upcoming zoning ordinance rewrite.
Motion to set the public hearing at the Common Council on April 15th 2025 was made by Krueger, seconded by Blanke and passed on a unanimous voice vote.
- M. Initial review and schedule public hearing:** 100 E. Division Street Rezoning from General Business (GB) to Central Business (CB)
Motion to set the public hearing at the Common Council on April 15th 2025 was made by Kneser, seconded by Blanke and passed on a unanimous voice vote.
- N. Initial review and schedule public hearing:** 100 E. Division Street Planned Development (PD) Overlay Zoning – General Development Plan (GDP)/Precise Implementation Plan (PIP)
Motion to set the public hearing at the Common Council on April 15th 2025 was made by Krueger, seconded by Blanke and passed on a unanimous voice vote.
- O. Offer to Purchase regarding Parcel No. 291-0815-0511-003, 291-0815-0422-023, 291-0815-0422-036, 291-0815-0511-004, 291-0815-0412-182 and 291-0815-0412-185**
1. Review and discuss: Offer to Sell City owned Parcel No. 291-0815-0511-003, 291-0815-0422-023, 291-0815-0422-036, 291-0815-0511-004, 291-0815-0412-182 and 291-0815-0412-185

2. Convene into closed session per § 19.85(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Offer to Sell City owned Parcel No. 291-0815-0511-003, 291-0815-0422-023, 291-0815-0422-036, and 291-0815-0511-004 and purchase Parcel No. 291-0815-0412-182 and 291-0815-0412-185)

Motion to convene into closed session was made by Blanke, seconded by Beyer and passed on a unanimous roll call vote.

3. Reconvene into open session

4. Review and take action: Approve or Deny to negotiate selling of Parcel No. 291-0815-0511-003, 291-0815-0422-023, 291-0815-0422-036 and 291-0815-0511-004
5. Review and take action: Approve or Deny to negotiate purchasing of Parcel No. 291-0815-0412-182 and 291-0815-0412-185

Motion to deny the selling of the listed parcels was made by Blanke, seconded by Krueger and passed on a unanimous voice vote.

Motion to deny the purchase of the listed parcels was made by Kneser, seconded by Talaga and passed on a unanimous voice vote.

All materials discussed at this meeting can be found at:

<https://mccmeetings.blob.core.usgovcloudapi.net/watertwnwi-pubu/MEET-Packet-f74fb884ee53472488ad411f3591db45.pdf>

4. Adjournment

Motion to adjourn was made by Beyer and seconded by Blanke and passed on a unanimous voice vote.
(5:10pm)

Respectfully Submitted,

Alderman Brad Blanke