

**MINUTES OF THE PLAN COMMISSION MEETING
CITY OF CHIPPEWA FALLS
MONDAY, JULY 9, 2018 – 6:30 PM**

The Plan Commission met in City Hall on Monday, July 9, 2018 at 6:30 P.M. Present were Commissioners Greg Misfeldt, Dennis Doughty, Mike Tzanakis, Dan Varga, Jerry Smith, Alderperson Chuck Hull, Secretary Rick Rubenzer, Vice-Chairperson Tom Hubbard and Mayor Greg Hoffman. Absent were Commissioners Dave Cihasky and Beth Arneberg. Also attending were Steve Frazer, Karren Benson, Samantha Stetzer of the Chippewa Herald, City Planner Brad Hentschel and Allison Short.

1. **Motion** by Tzanakis, seconded by Misfeldt to approve the minutes of the June 11, 2018 Plan Commission meeting. **All present voting aye. Motion carried.**
2. Director of Public Works Rubenzer noted that by city ordinance, Mayor Hoffman is the chairperson of the Plan Commission so no action was required or taken for this agenda item.
3. Steve Frazer appeared to support his petition for a Planned Unit Development Conditional Use Permit to construct four Twin Homes (four units)/two duplexes on Parcel #4011, Lots #16, #17 and #18, Block #1, Zielie's Addition, located at the Southeast corner of Marilyn Street and Wisconsin Street. Director of Public Works Rubenzer noted the three lots are zoned R-1C Single Family Residential and pointed out the surrounding neighborhood is zoned either R-1C Single Family Residential or R-2 Two Family Residential. Mayor Hoffman opened a public hearing to consider PD-CUP Resolution No. 2018-03 allowing Steve Frazer to construct four Twin Homes (four units)/two duplexes on Parcel #4011, Lots #16, #17 and #18, Block #1, Zielie's Addition, located at the Southeast corner of Marilyn Street and Wisconsin Street. No one spoke for or against. Mayor Hoffman closed the public hearing. Commissioner Smith pointed out that a Twin Home maintenance detail had been discussed at the previous Plan Commission meeting and should be included in the resolution. Director of Public Works Rubenzer stated he forgot to include the detail in the PD CUP Resolution attachment but that it could be included.
Motion by Smith, seconded by Hubbard to approve Planned Development Conditional Use Permit Resolution No. 2018-03 (attached), allowing Steve Frazer to construct four Twin Homes (four units)/two duplexes on Parcel #4011, Lots #16, #17 and #18, Block #1, Zielie's Addition, located at the Southeast corner of Marilyn Street and Wisconsin Street contingent upon the addition of the Twin Home provisions detail sheet to the resolution. **All present voting aye. Motion carried.**
Steve Frazer and Karren Benson left the meeting at this point.
4. Allison Short appeared to support her petition (attached) to rezone Parcel #0087, Lot #3 and the SE 64 feet of Lot #6, Chippewa Falls Plat, from I-2 Light Industrial to C-3 Central Business District. The Commission reviewed the surrounding zoning districts which include R-3 Multi-Family Residential, I-2 Light Industrial, C-3 Central Business and O-1 Office Districts. A consensus was reached that the C-3 Central Business District


would be appropriate for the surrounding neighborhood.

Motion by Misfeldt, seconded by Varga to recommend the Common Council conduct a public hearing to consider rezoning Parcel #0087, Lot #3 and the SE 64 feet of Lot #6, Chippewa Falls Plat, from I-2 Light Industrial to C-3 Central Business District. Said public hearing to be scheduled contingent on:

- 1) Receipt of the \$300 administrative and legal advertising fee
- 2) Publication in the Chippewa Herald and proper notification of adjacent property owners.

All present voting aye. Motion carried.

5. **Motion** by Varga, seconded by Misfeldt to adjourn. **All present voting aye. Motion carried.** The Plan Commission adjourned at 6:42 P.M.


Richard L. Rubenzer, P.E., Secretary
Plan Commission

**MINUTES OF THE PLAN COMMISSION MEETING
CITY OF CHIPPEWA FALLS
MONDAY, JUNE 11, 2018 – 6:30 PM**

The Plan Commission met in City Hall on Monday, June 11, 2018 at 6:30 P.M. Present were Commissioners Dave Cihasky, Greg Misfeldt, Dennis Doughty, Beth Arneberg, Jerry Smith, Alderperson Chuck Hull, Secretary Rick Rubenzer, Vice-Chairperson Tom Hubbard and Mayor Greg Hoffman. Absent were Commissioners Mike Tzanakis and Dan Varga. Also attending were Assistant City Engineer Bill McElroy, PE, City Planner Brad Hentschel, Steve Frazer, Bill Albright and Chippewa Herald reporter Sam Stetzer.

1. **Motion** by Doughty, seconded by Hubbard to approve the minutes of the May 7, 2018 Plan Commission meeting. **All present voting aye. Motion carried.**

2. The Plan Commission considered election of a Vice-Chairperson. Commissioner Smith nominated Tom Hubbard. There were no other nominations.
Motion by Smith, seconded by Misfeldt to close nominations and cast a unanimous vote for Tom Hubbard for Plan Commission Vice-Chairperson. **All present voting aye. Motion carried.**

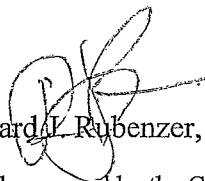
3. Bill Albright appeared to present the attached proposed Final Plat for the Willow Creek Phase IV Development. Secretary Rubenzer noted that the Planned Development Conditional Use Permit Resolution No. 2018-02 for Willow Creek Phase IV had been approved by the Plan Commission and that there weren't any issues with the proposed final plat.
Motion by Hubbard, seconded by Misfeldt to recommend the Common Council approve the Final Plat of Willow Creek Phase IV Development contingent on:
 - 1) Receipt of the plat review fees.
 - 2) Submission and approval of a storm water management plan to the City Engineering Department.**All present voting aye. Motion carried.**

4. City Planner Hentschel presented the attached proposal for amendment of boundaries and project plan for Tax Incremental District, (TID), #5. He noted that the Joint Review Board had met June 11, 2018 and approved the amendment. He noted that the only way to create TID #15 was to amend TID #5, (created 1987), by subtracting parcels from it. He then discussed the creation of TID #15 anticipating about thirty million dollars' worth of development in the district. Commissioner Misfeldt asked why the TID #5 amendment and TID #15 creation was happening now. Mr. Hentschel explained that the twelve percent limit of Tax Incremental Finance Districts would be exceeded as soon as a few recent developments in the City came online.

5. Mayor Hoffman opened a public hearing to consider Plan Commission TID Resolution No. 2018-01 designating proposed amended boundaries and approving a project plan for Tax Incremental District No. 5. No one spoke for or against. Mayor Hoffman closed the public hearing.
Mayor Hoffman opened a public hearing to consider Plan Commission TID Resolution No. 2018-02 for the creation of Tax Incremental District No. 15. No one spoke for or against. Mayor Hoffman closed the public hearing

Please note, these are draft minutes and may be amended until approved by the Common Council.

6. **Motion** by Hubbard, seconded by Smith to approve Plan Commission Tax Incremental District No. 5 Resolution No. 2018-01. Mayor Hoffman requested a roll call vote. Voting aye were Hubbard, Smith, Cihasky, Misfeldt, Doughty, Arneberg, Hull, Rubenzer and Hoffman. **Motion was approved on a 9-0 vote.**
7. **Motion** by Hubbard, seconded by Hull to approve Plan Commission Tax Incremental District No. 15 Resolution No. 2018-02. Mayor Hoffman requested a roll call vote. Voting aye were Hubbard, Hull, Cihasky, Misfeldt, Doughty, Arneberg, Smith, Rubenzer and Hoffman. **Motion was approved on a 9-0 vote.**
8. City Planner Hentschel gave the Plan Commission an update on activities of the Metropolitan Planning Organization Chippewa Valley Bike Routes, (MPOCVBR), group and the 3-County Bicycle and Pedestrian Plan Advisory Committee. He noted that the Metropolitan Planning Organization is updating the City of Chippewa Falls Bike and Pedestrian Plan, (last updated in 1995). He stated that a resolution of support for the MPOCVBR groups work to make regional signs, trail names and mile markers uniform would be forthcoming. He also mentioned approximately \$5,000 would be requested in local funding. Assistant City Engineer McElroy updated the Plan Commission on the Chippewa River State Trail, (Old Abe State Trail), scheduled for construction in 2019. **No action was taken.**
9. Steve Frazer appeared to support his petition for a Planned Development Conditional Use Permit to construct two duplex buildings-Twin Homes, (4 units), on Lots #16-#18, Block #1, Zielie's Addition, located at the SE corner of Marilyn and Wisconsin Streets. Secretary Rubenzer stated that the City doesn't have Twin Homes listed as conditional uses in any residential districts and needs to have ordinance revision. Until that occurs, the residential Planned Development Conditional Use Permit is the only way to request Twin Home construction in the City. City Inspector Lasiewicz and Director of Public Works Rubenzer had discussed rezoning with Mr. Frazer but if the lots were rezoned to two family, Mr. Frazer would still need to utilize a Planned Development Conditional Use Permit process for Twin Home Construction. Mr. Frazer had previously checked with the City Assessor and the units he plans to construct will be assessed as duplexes until he has lot lines surveyed down the center of both buildings.
- Motion** by Smith, seconded by Cihasky that the Plan Commission conduct a public hearing to consider Planned Development Conditional Use Permit to construct two duplex buildings-Twin Homes, (4 units), on Lots #16-#18, Block #1, Zielie's Addition, located at the SE corner of Marilyn and Wisconsin Streets. The said public hearing to be scheduled upon:
- 1) Receipt of the \$300 administrative and advertising fee and proper notification of adjacent property owners.
- All present voting aye except Hull who voted nay. Motion carried.**
10. **Motion** by Hubbard, seconded by Smith to adjourn. **All present voting aye. Motion carried.** The Plan Commission adjourned at 7:15 P.M.


Richard L. Rubenzer, P.E., Secretary

Please note, these are draft minutes and may be amended until approved by the Common Council.

**CITY OF CHIPPEWA FALLS PLAN COMMISSION PLANNED UNIT
DEVELOPMENT CONDITIONAL USE PERMIT RESOLUTION NO.
2018-03 ALLOWING CONSTRUCTION OF TWO TWIN HOME
BUILDINGS (FOUR UNITS)/TWO DUPLEXES ON PARCEL #4011,
LOTS #16, #17 AND #18, BLOCK #1, ZIELIE'S ADDITION, LOCATED AT
THE SOUTHEAST CORNER OF MARILYN AND WISCONSIN STREETS,
CHIPPEWA FALLS, WISCONSIN**

WHEREAS, at its June 11, 2018 meeting, the Plan Commission heard a request from Steve Frazer to construct two twin home buildings (four units)/two duplexes on Parcel #4011, Lots #16, #17 and #18, Block #1, Zielie's Addition, located at the SE corner of Marilyn and Wisconsin Streets, Chippewa Falls, WI

WHEREAS, Parcel #4011, Lots #16, #17 and #18, Block #1, Zielie's Addition, located at the SE corner of Marilyn and Wisconsin Streets, Chippewa Falls, WI is zoned R-1C Single Family Residential District; and

WHEREAS, the Plan Commission has evaluated the request for a Planned Unit Development Conditional Use Permit to construct two twin home buildings (four units)/two duplexes on Parcel #4011, Lots #16, #17 and #18, Block #1, Zielie's Addition, located at the SE corner of Marilyn and Wisconsin Streets, Chippewa Falls, WI; and

WHEREAS, the Plan Commission conducted a public hearing on this request on Monday, July 9, 2018, after publication of a Class 2 legal notice and mailing of said notice to adjacent property owners, as required by Chapter 17.47 (5) of the Code of Ordinances of the City of Chippewa Falls, Wisconsin and hearing all comments and concerns.

THEREFORE, BE IT RESOLVED BY THE PLAN COMMISSION OF THE CITY OF CHIPPEWA FALLS, WISCONSIN that, pursuant to Chapters 17.27.5(7)(f) and 17.47 of the Code of Ordinances of the City of Chippewa Falls, Wisconsin, a Planned Unit Development Conditional Use Permit be and is hereby issued to construct two twin home buildings (four units)/two duplexes on Parcel #4011, Lots #16, #17 and #18, Block #1, Zielie's

C.U.P. Resolution No. 2018-03

Addition, located at the SE corner of Marilyn and Wisconsin Streets, Chippewa Falls, WI under the following conditions:

- a) Two twin home buildings (four units)/two duplexes are allowed to be constructed according to the attached plans and details.
- b) That the twin homes be in conformance with the attached site plan and building floor plan and details and all attachments become part and parcel of this Conditional Use Permit.
- c) That a storm water management plan be submitted and approved as per City of Chippewa Falls Municipal Code.
- d) The attached general Development Plan, Twin Home Development Standards, Typical Photos, Elevations, and Floor Plans, and existing and zoning site plans become part and parcel of PD CUP #2018-03 and are available for inspection in the City of Chippewa Falls Engineering and Inspection offices.
- e) That separate sanitary sewer and water services be constructed to each of the four units.
- f) Except as specifically provided herein, all regulations of the City Zoning Code shall apply.
- g) That the existing home at #709 Marilyn Street be razed.
- h) That a future lot line be created between the firewalls of both duplex buildings allowing them to be assessed Twin Homes.
- i) That this permit shall become null and void by non-compliance with this permit or related Codes or by application to the Board of Appeals for any Code variance for this facility.
- j) Chapter 17.47 (13) shall apply and this permit shall terminate if the use for which this permit is issued shall cease for a continuous two year period.
- k) Modifications or changes to this permit may be made only by the Plan Commission after an application for amendment has been duly filed and notices and hearing requirements have been complied with.

MOTION: Smith

SECONDED: Hutchinson

I hereby certify that the Plan Commission of the City of Chippewa Falls, Wisconsin, adopted the above Resolution on July 9, 2018, by a vote of 7 ayes, 0 nays and 0 abstentions.

Richard J. Rubenzer
Richard J. Rubenzer, PE, Secretary
Plan Commission

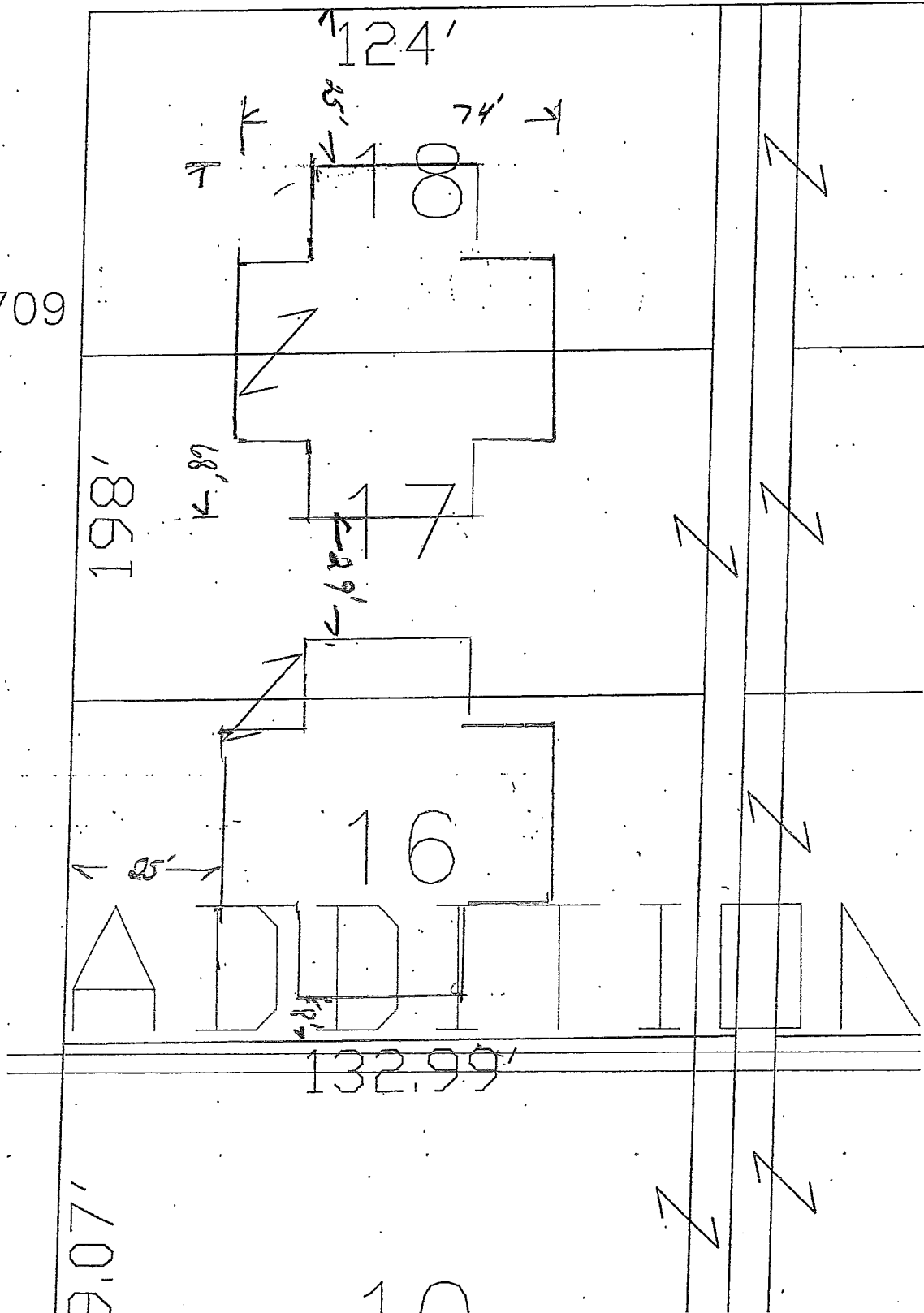
The Twin Home is intended to provide for development of zero lot line twin home development. Ownership of each unit will be on separate deeds. Compliance with State of Wisconsin one (1) and two (2) family Uniform Dwelling Code for attached units is required.

- A. The plans specification and construction shall require the installation and construction of separate sewer, water and other utility services to each twin home dwelling.
- B. Both lots containing attached twin home dwellings shall be held under the same ownership until the completion of construction of the twin home dwellings.
- C. A maintenance agreement (party wall agreement), approved by the City Zoning Administrator, shall be entered into by the owners of the attached twin home dwelling in order to ensure that equal and reasonable maintenance and repairs are performed on the attached twin home dwellings. Alternatively, provisions for maintenance of common walls may be incorporated into applicable covenants to be reviewed and approved by the City.
- D. Easements necessary for water, sewer and utility services and the maintenance agreement shall be recorded with the Chippewa County Register of Deeds.
- E. The exterior (such as siding), and roof materials on each attached twin home dwelling shall be the same color, quality and consistency.

Scale: 1" = 30'

8

#709



198'

124'

18

7

16

132.99'

2.07'

10

Frazer Construction / SLF Properties, LLC Preliminary Plat & Conditional
Use Narrative

General Description:

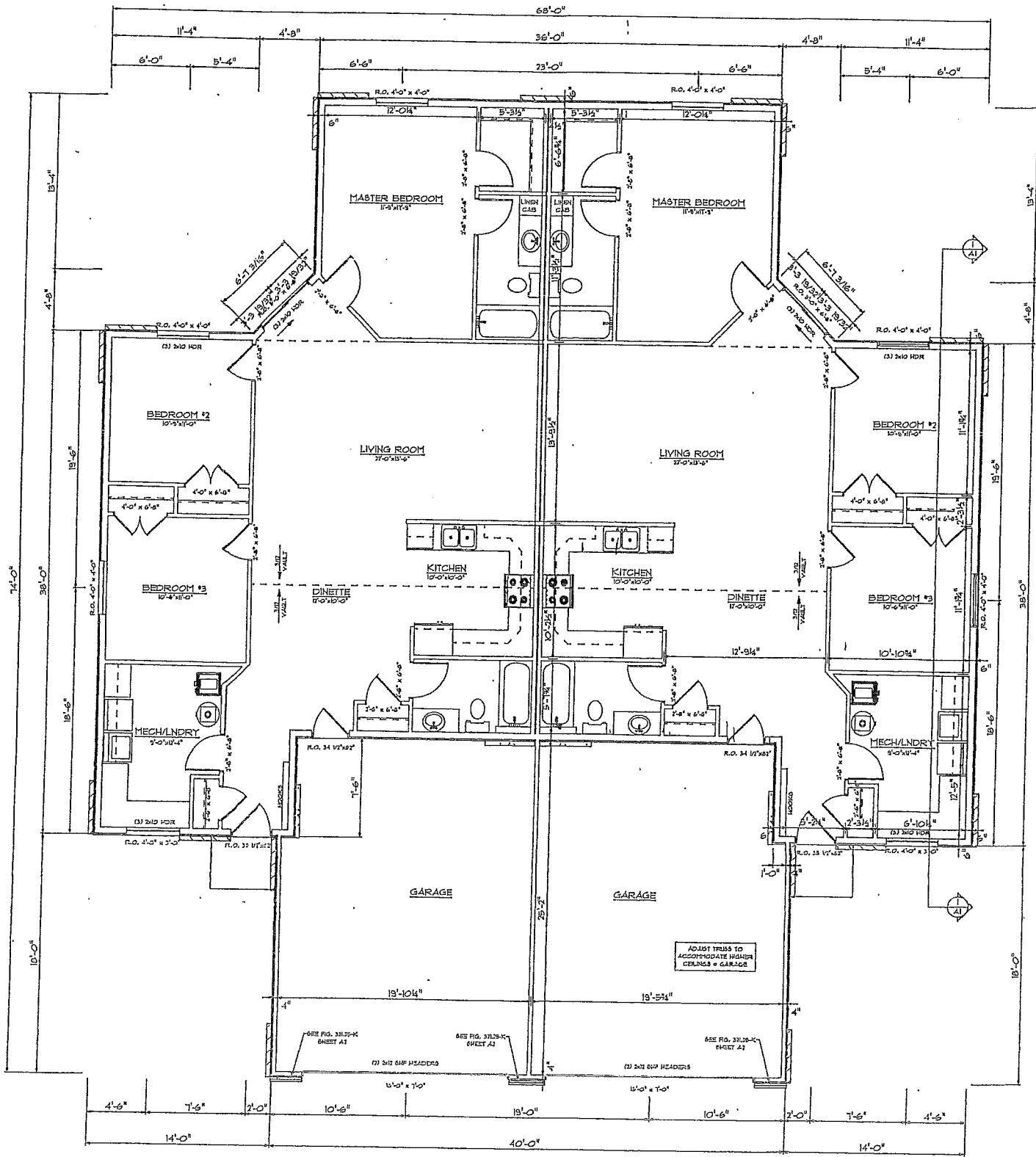
Zielie Addition Lots 16, 17 & 18 Blk 1 consists of changing the approved 3 R-1 C single family lots and changing them into 2 R-1 C single family lots with a conditional use permit of duplexes / twin homes.

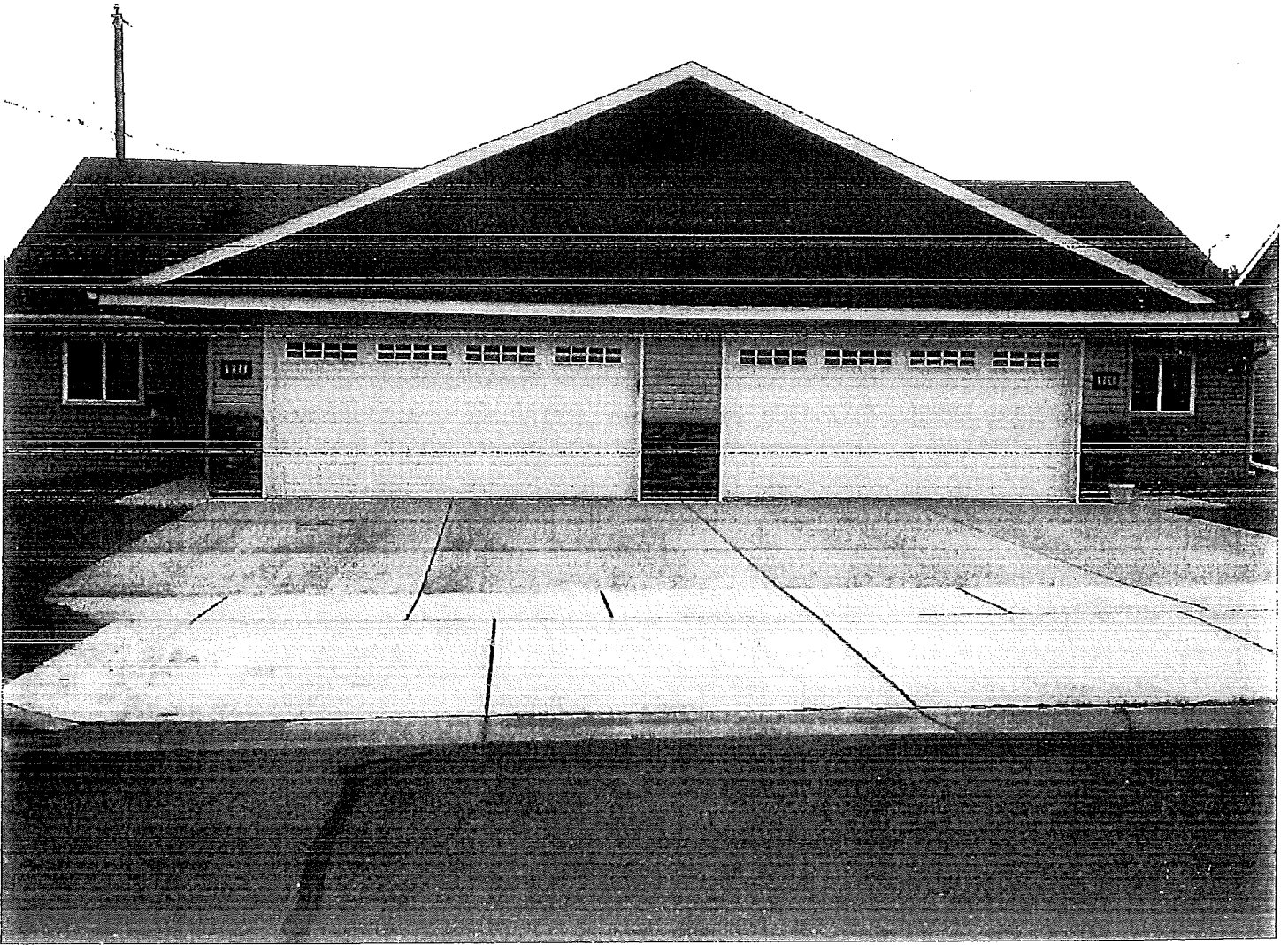
Purpose:

Current use of property is that of a small dilapidated single-family house. The proposal of the twin homes would be an upgrade to the area which for the most part contains similar duplex / twin homes already.

The neighborhood has been achieving significant momentum over the past several years with the addition of R-2 two-family lots. The addition of two-family lots has had a positive impact on the neighborhood and community in general. To keep positive momentum moving forward the developer is proposing two duplex / twin homes which in the future could then be sold as twin homes.

In summary, this change would only positively impact the neighborhood and that of the growing Chippewa Valley community.





Date Filed: June 25, 2018

Fee Paid: \$25.00 Date: June 25, 2018 TR#: 55930

Fee Paid: _____ Date: _____ TR#: _____

PETITION FOR REZONING

TO THE CITY OF CHIPPEWA FALLS, WISCONSIN:

I/We, the undersigned, hereby petition the Common Council of the City of Chippewa Falls, WI, for rezoning authorized by the Chippewa Falls Zoning Code, Section 17.46, for the following described property:

Address of Property: 16 Taylor Street, Chippewa Falls WI 54729
Lot: 3 SE Block: 17 Subdivision: Chippewa Falls Plat Parcel# 22808-0643-60011
64' of Lot 6 0087 50

Legal Description: Original Plat Lot 3 and SE 64' of Lot 6, Block 17
"Map 6-4"

Present zoning classification of property: Light Industrial

Zoning classification requested: Commercial - C-3. Central Business

Lot number of any real estate owned by the petitioner adjacent to the area proposed to be changed: N/A

Existing use of all buildings on such land: Vacant - For Lease

Principal use of all properties within 300 feet of such land: Commercial/Light Industrial / Multi-Family

Purpose for which such property is to be used: CrossFit Gym

DBA- CrossFit Chippewa Falls

Legal- Motivating Health LLC

Recite any facts indicating that the proposed change will not be detrimental to the general public's interest and the purposes of this Chapter: Considering the surrounding buildings are commercial, I think it would be a great addition. We've been established for five years downtown and will be a more permanent fit for that building.

Attach a plot plan or survey plat, drawn to scale, showing the property to be rezoned, location of structures and property lines within 300 feet of the property to be altered.

Add any further information requested on the petition or which may be required by the Common Council to facilitate the making of a comprehensive report to the Council:

Parking may come up as a question. There is an adjacent lot that comes with the purchase that we could turn into a lot. Otherwise, we currently use street parking and it's never been an issue. Most of our members are only there for a hour and a half. Employees will park on the side where there is room for 3-4 vehicles. We may even be able to use other businesses lots. before/after hours / weekends when they are not in use.

IN ORDER FOR THIS PETITION TO BE CONSIDERED, THE OWNER(S) OF THE PROPERTY MUST SIGN BELOW:

Owner(s)/Address(es):

John and Nora Wilcox
1051 W Cedar St
Chippewa Falls, WI 54729
Phone #: (715) 271-6163
Email:
Signature:

Phone #:
Email:
Signature:

Phone #:
Email:
Signature:

Petitioner(s)/Address(es):

Susan Allison Short
1006 Dover St
Chippewa Falls, WI 54729
Phone #: 715 379 6441
Email: allison@crossfitchippewa.com
Signature: *S Allison Short*

Phone #:
Email:
Signature:

Phone #:
Email:
Signature: