



CITY OF RIPON

100 Jackson Street Ripon, WI 54971-1396

**PLAN COMMISSION MEETING
WEDNESDAY, FEBRUARY 16, 2022
CONFERENCE ROOM, CITY HALL
7:00 p.m.**

AGENDA

Call to order/roll call

Approval of agenda

Approve meeting minutes – January 19, 2021

Action items

1. Public Hearing – Rezoning Request – Matthew S. Rogatz Trust to rezone the property located at 332 S. State St. The request is to change from R-1 – Single Family to R-2 – One- and Two-Family.

Project updates and staff reports

Agenda items for future meetings

Adjourn

PLAN COMMISSION MEETING

January 19, 2022

Present: Grant, Iverson, Splitt, Poppy

Absent: Hutton, Pollesch

Others: City Administrator Sonntag, City Attorney Lud Wurtz, Building Inspector Sue Leahy, Jason and Julie Thom, Andrew and Laura Kegler, Denise Martinez, and Emily Bublitz and Chris McGuire of McCON Building Corporation

Mayor Grant called the meeting to order at 7:01 p.m.

Approval of Agenda

Iverson moved and Splitt seconded a motion to approve the agenda. Motion carried.

Approve meeting minutes

Iverson moved and Poppy seconded a motion to approve the December 15, 2021, minutes as presented. Motion carried.

Action items

Public Hearing – Rezoning Request - Jason and Julie Thom to rezone the property located at 404 W. Fond du Lac St. The request is to change from R-1 – Single Family to R-2 – One- and Two-Family

Mayor Grant opened the public hearing at 7:03 p.m. Julie and Jason Thom were in attendance to discuss their request to rezone their property to allow for it to be used as a duplex. Julie Thom noted the house was previously used as a duplex and the hope is to rent out one unit as they have moved out. Sonntag noted that the resident at 322 W. Fond du Lac St. did submit a comment in support of the rezoning request. Mayor Grant closed the public hearing at 7:05 p.m. Splitt asked how they were notified they needed a rezoning. Leahy noted the property owners had contacted her office and since the property reverted to single family use for longer than 12 months, any previous use was no longer grandfathered. Staff confirmed that there was also no firm record of it being a duplex in the past. Mayor Grant questioned if this was spot zoning and if there were other R-2 zones in the area. After reviewing the zoning map, Attorney Wurtz stated that there appears to be R-2 in the area and the location on W. Fond du Lac St. is a factor. After discussion, a motion was made by Splitt and seconded by Iverson to approve the rezoning request at 404 W. Fond du Lac St. from R-1 – Single Family to R-2 – One- and Two-Family. Motion carried.

Public hearing – Request by Andrew Kegler / Little Somethin Somethin LLC for a conditional use permit to allow a residential use in a B-1 district at 214 Jefferson St.

Mayor Grant opened the public hearing at 7:12 p.m. Andrew Kegler was in attendance and stated that he hopes to acquire the property and change it to a single-family residence until they can build a new house. Kegler noted the building will need updates, including adding a kitchen and bathroom. Sonntag noted that the city received a couple phone calls about the request, but no objections. Mayor Grant closed the public hearing at 7:14 p.m. Attorney Wurtz confirmed that this was an allowable use with a conditional use in the B-1 district and outside the Downtown Development District. Sonntag stated that this request was tied to an offer to purchase. Splitt questioned if the conditional use stays with the property and if it being used in the future as a rental would be allowed. After discussion, it was advised that the conditional use would stay with the property upon transfer and that a common use of a single-family home is a rental.

Motion by Iverson and seconded by Poppy to approve the conditional use permit for single-family use in a B-1 district at 214 Jefferson St. Motion carried.

Site Plan Review – S& L Properties Ripon LLC – 1086 W. Fond du Lac St. (Culver's)

Emily Bublitz of McCON Building Corporation were in attendance to present the site plan for Culver's. Bublitz discussed the plan to add a second drive-thru lane at the location. Bublitz noted the parking spaces will not change, but the dumpster orientation will move. Bublitz stated the double drive-thru is necessary to prevent back-ups when ordering. Splitt questioned if the variance at the property for setback encroachments was approved unanimously, to which Sonntag responded yes. Mayor Grant discussed the need for the double drive-thru lane. After discussion, Iverson moved and Splitt seconded a motion to approve the site plan for S& L Properties Ripon LLC – 1086 W. Fond du Lac St. (Culver's). Motion carried.

Certified Survey Map –Rogers and Rogers Inc. – 300 Watson St.

CSM not submitted in time for action.

Project updates and staff reports

Sonntag stated staff are working on amendments to the residential zoning code.

Agenda items for future meetings

None.

With no further business, Splitt moved and Iverson seconded a motion to adjourn. Motion carried. Mayor Grant declared the meeting adjourned at 7:25 p.m.