

**MINUTES
CITY OF LANCASTER
PLAN COMMISSION MEETING
JANUARY 8, 2024
6:30 PM**

1. **Call Meeting to Order**
Mayor Harper called the meeting to order at 6:31 P.M.
2. **Pledge of Allegiance**
3. **Roll Call**
Members present: Mayor Harper, Benson, Thiede, Pennekamp and Vesperman
Absent: Klaas and Leonard
Also Present: Clerk Kurihara
4. **Public Comments from Citizens**
Jon Angeli handed out a written statement, which had been read at the previous meeting, opposing zoning change petitioned by the Presbyterian Church.
5. **Minutes**
Motion by Vesperman, seconded by Harper to approve the minutes of 12-11-2023. Motion carried.
6. **Public hearing (CSMs-Wolfpack Investments LLC)**
Mayor Harper declared the public hearing open at 6:33 P.M. regarding the petition of Wolfpack Investments LLC to approve Certified Survey Maps (Attached Maps) Being a Replat of Block 3 and Part of Vacated Sherman Street of Schmitt Addition to the City of Lancaster Which is located in the NW ¼ of the SW ¼ of Section 2, T4N, R3W, Grant County, Wisconsin.

Purpose: To create six (6) lots for residential development

Spoke in favor
None

Spoke against
None
7. **Close Public Hearing**
Mayor Harper closed the public hearing at 6:34 P.M.
8. **CSM #1-Wolfpack Investments, LLC**
Motion by Pennekamp, seconded by Thiede to recommend to Council approval of Certified Survey Maps petitioned by Wolfpack Investments LLC being a Replat of Block 3 and Part of Vacated Sherman Street of Schmitt Addition to the City of Lancaster Which is located in the NW ¼ of the SW ¼ of Section 2, T4N, R3W, Grant County, Wisconsin with a non-conforming street setback in LOT 1 and contingent upon removal of mobile homes structures in LOT 2 and LOT 3. Motion carried unanimously by roll call vote.

CSM #2-Wolfpack Investments, LLC
Motion by Benson, seconded by Pennekamp to recommend to Council approval of Certified Survey Maps petitioned by Wolfpack Investments LLC being a Replat of Block 3 and Part of Vacated Sherman Street of Schmitt Addition to the City of Lancaster Which is located in the NW ¼ of the SW ¼ of Section 2, T4N, R3W, Grant County, Wisconsin. Motion carried unanimously by roll call vote.
9. **Public Hearing (Comprehensive Plan Amendment and Rezone-Presbyterian Church)**
Mayor Harper declared the public hearing open at 6:43 P.M. regarding the petition of the Presbyterian Church to consider a proposed amendment to the City of Lancaster Comprehensive Plan and accompanying rezoning.

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- An application had been filed by the Presbyterian Church requesting an amendment to the land use plan map adopted as part of the City Comprehensive Plan. The application requests that the land use plan map be amended to change the land use designation of LOT 1 of Certified Survey Map Being a Replat of Lots 4 & 5 and Part of the Discontinued Alley of Block 37 Original Plat from Which is located in the SW ¼ of the SE ¼ of Section 3, T4N, R3W, City of Lancaster, Grant County, Wisconsin from “General Business District” to “Two Family Residential”.
- A rezoning of the property from “C1 (General Business) to “R2 (One and Two Family Residential) along with the LOT 2 property from “C1 (General Business) to “C2 (Central Business) has also been requested.

Proposed use: Create two (2) Lots (one residential & one commercial) within existing lot (commercial)

Spoke in favor

None

Spoke against

None

10. **Closed Public Hearing**

Mayor Harper closed the public hearing at 6:44 P.M.

11. **Plan Commission Resolution No. 2024-01 (Presbyterian Church)**

Motion by Thiede to delay any action on this petition to amend the Comprehensive Plan and Rezone (Presbyterian Church) until the next meeting to allow more time for the City to discuss with the Church on ensuring the protection of the cemetery headstone encroaching on the Church’s property. Motion died due to a lack of second.

Motion by Vesperman, seconded by Benson to recommend approval of Plan Commission Resolution No. 2024-01-Resolution Approving an Amendment to the Comprehensive Plan for the City of Lancaster. Motion carried three (3) to two (2) with Thiede by roll call vote. with Thiede and Pennekamp voting against.

12. **Rezone (Presbyterian Church)**

Motion by Benson, seconded by Harper to recommend to Council approval of Presbyterian Church to rezoning property LOT 1 from “C1 (General Business) to “R2 (One and Two Family Residential) along with the LOT 2 property from “C1 (General Business) to “C2 (Central Business). Motion carried three (3) to two (2) with Thiede by roll call vote. with Thiede and Pennekamp voting against.

13. **Adjourn**

Motion by Pennekamp, seconded by Thiede to adjourn the meeting at 6:55 P.M. Motion carried.

David Kurihara
City Clerk

**MINUTES
CITY OF LANCASTER
PLAN COMMISSION MEETING
JUNE 10, 2024
6:30 PM**

1. **Call Meeting to Order**

Mayor Harper called the meeting to order at 6:41 P.M.

2. **Pledge of Allegiance**

3. **Roll Call**

Members present: Mayor Harper, Leonard Timmerman and Vesperman

Absent: Benson, Pennekamp and Thiede

Also Present: Clerk Kurihara

4. **Public Comments from Citizens**

None

5. **Minutes**

Motion by Leonard, seconded by Timmerman to approve the minutes of 1-8-2024. Motion carried.

6. **Public hearing (CSM-Cohen)**

Mayor Harper declared the public hearing open at 6:43 P.M. regarding the petition of Becky Cohen on Behalf of Moore Investments, LLC to approve Certified Survey Map Being a Replat of Lot 1, Block 12 of the Assessment Plat and Located in the SE ¼ of the NE ¼ of Section 3, T4N, R3W, City of Lancaster, Grant County, Wisconsin

Purpose: To create a new lot line between the two (2) adjoining properties located on Polk Street

Spoke in favor

Becky Cohen (Petitioner)-explained request for additional two feet of street frontage to meet side yard setback.

Spoke against

None

7. **Close Public Hearing**

Mayor Harper closed the public hearing at 6:44 P.M.

8. **CSM-Cohen**

Motion by Vesperman, seconded by Leonard to recommend to Council approval of Certified Survey Maps petitioned by Becky Cohen on Behalf of Moore Investments, LLC to approve Certified Survey Map (Attached Map) Being a Replat of Lot 1, Block 12 of the Assessment Plat and Located in the SE ¼ of the NE ¼ of Section 3, T4N, R3W, City of Lancaster, Grant County, Wisconsin. Motion carried unanimously by roll call vote.

9. **Public Hearing (Rezone-Amend PUD Snug as A Bug)**

Mayor Harper declared the public hearing open at 6:46 P.M. regarding the petition of Snug as a Bug II to amend PUD (Planned Unit Development) at property located at 1625 US Hwy 61.

Purpose: Addition of Playground and Storage Sheds

Spoke in favor

None

Spoke against

Rob Schmidt-In favor of placement of playground but not storage shed area since there is a cross-easement agreement with Gassers pertaining to parking areas.

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10. **Closed Public Hearing**
Mayor Harper closed the public hearing at 6:47 P.M.
11. **Rezone (Snug as A Bug II)**
Motion by Leonard, seconded by Timmerman to recommend to Council approval of Snug as a Bug II to amend PUD (Planned Unit Development) to include proposed playground area but not proposed storage shed area at property located at 1625 US Hwy 61. Motion carried three (3) to one (1) by roll call vote with Vesperman voting against.
12. **Adjourn**
Motion by Harper, seconded by Vesperman to adjourn the meeting at 6:54 P.M. Motion carried.

David Kurihara
City Clerk

**MINUTES
CITY OF LANCASTER
PLAN COMMISSION MEETING
AUGUST 12, 2024
6:30 PM**

1. **Call Meeting to Order**

Mayor Harper called the meeting to order at 6:30P.M.

2. **Roll Call**

Members present: Mayor Harper, Benson, Pennekamp, Timmerman and Vesperman

Absent: Leonard and Thiede

Also Present: Administrator Kuchta, Clerk Kurihara and DPW Hauth

3. **Minutes**

Motion by Pennekamp, seconded by Benson to approve the minutes of 6-10-2024. Motion carried.

4. **Public hearing (PUD-Allen\Splide)**

Mayor Harper declared the public hearing open at 6:31 P.M. regarding the petition of Carey Allen on behalf of Arlan & Nancy Splide to rezone property located at 203 McKinley Street, legally described as follows: Assessment Plat Lot 6 132' x 312 Blk 23 from R-3 Multifamily Residential to PUD (Planned Unit Development)

Purpose: Development of four (4) residential lots

Spoke in favor

None

Spoke against

None

There were no individual statements but were questions regarding the development in which City staff and the petitioner provided answers. Some of the questions were: type of housing (Skyline type); private or public street (private); and runoff concern (petitioner would need to follow City ordinance).

5. **Close Public Hearing**

Mayor Harper closed the public hearing at 6:39 P.M.

6. **Rezone (PUD-Allen\Splide)**

Carey Allen, Petitioner, explained the development along with answering questions including water runoff.

Motion by Pennekamp, seconded by Timmerman to recommend to Council contingent upon sale of property approval of Carey Allen on behalf of Arlan & Nancy Splide to rezone property located at 203 McKinley Street, legally described as follows: Assessment Plat Lot 6 132' x 312 Blk 23 from R-3 Multifamily Residential to PUD (Planned Unit Development). Motion carried unanimously by roll call vote.

7. **Discontinuance an Alley**

Motion by Pennekamp, seconded by Vesperman to recommend City Council discontinue a platted unimproved alley (Block 8 Reeds Addition) as requested by John Fishnick by Council initiation. Motion carried unanimously by roll call vote.

8. **Sale of City Owned Land**

DPW Hauth explained Brian Fager, who is the abutting landowner would like to obtain approximately one acre of vacant city land to obtain a lower driveway access when he decides to build a home on his property.

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Motion by Benson, seconded by Vesperman to recommend Council approve the sale of city land (approximately one acre of vacant land off County K). Motion carried unanimously by roll call vote.

9. **Adjourn**

Motion by Pennekamp, seconded by Benson to adjourn the meeting at 6:55 P.M. Motion carried.

David Kurihara
City Clerk

City of Lancaster Plan Commission Meeting

October 21, 2024

City Hall Council Chambers

1. Call Meeting to Order

Mayor Harper called the meeting to order at 5:30 p.m. with the Pledge of Allegiance.

2. Roll Call

Members present: Harper, Pennekamp, Thiede, Timmerman, Vesperman (at 5:33 p.m.)

Absent: Benson, Leonard

Also present: City administrator Kuchta, City attorney Helmke

3. Approval of Plan Commission minutes of 10-14-2024

Motion by Pennekamp, second by Thiede to approve the minutes of Oct. 14, 2024. All ayes, motion carried.

4. Public Hearing

Harper declared the meeting open at 5:33 p.m. to consider the petition of Amcor Packaging Inc. to approve the Certified Survey Map Being a Replat of C.S.M. #1286. Purpose: To combine three (3) lots for development of a dock and solvent storage addition.

Spoke in favor

None

Spoke against

None

Nearby residents asked for details about the location of the project. Amcor representative Randy Flynn said it would be added to the southeast corner of the existing building and is the same project for which zoning was changed in 2023. There will be a berm to limit the view of nearby residents. Thiede suggested that, in the future, the city include maps and diagrams with the notices it sends so nearby property owners have a better sense of what is being proposed.

5. Close Public Hearing

Harper closed the public hearing at 5:36 p.m.

6. Petition of Amcor Packaging Inc.

Motion by Pennekamp, second by Vesperman to recommend approval of the CSM to the City Council. All ayes, motion carried.

7. Petition of Wolfpack Investments LLC to amend PUD

Helmke explained that the 2018 PUD violates the zoning ordinance because the

rear setback that the City approved does not comply with the 25-foot minimum required in ordinance. Therefore, a building permit cannot be issued for Wolfpack's proposed single-family structure because it, too, would violate the rear setback requirement. Developer Todd Wolf explained that he felt handcuffed even though he would be following the approved PUD, and explained the difficulties posed by potential options. Wolf stated he was withdrawing his application and would look into seeking a variance. The Commission took no action.

8. Adjourn

Motion by Timmerman, second by Thiede to adjourn the meeting at 6:03 p.m. All ayes; motion carried.

Michael Kuchta
City Administrator

City of Lancaster Plan Commission Meeting

October 14, 2024 6:30 PM

City Hall Council Chambers

1. **Call Meeting to Order**

Mayor Harper called the meeting to order at 6:30 p.m. with the Pledge of Allegiance

2. **Roll Call**

Members present: Mayor Harper, Benson, Leonard, Pennekamp, Thiede, Timmerman, Vesperman

Absent: None

Also present: City Administrator Kuchta

3. **Approval of Plan Commission minutes of 8-12-2024**

Motion by Pennekamp, seconded by Leonard, to approve the minutes of Aug. 12, 2024. All ayes; motion carried.

4. **Public hearing**

Mayor Harper declared the public meeting open at 6:31 p.m. to consider the petition of Wolfpack Investments LLC to amend their 2018 PUD (Planned Unit Development) for property located off East Hickory Street between Sheridan Street and Grant Street.

Purpose: Replace easternmost duplex with a single unit.

Spoke in favor

None

Spoke against

None

There were no individual statements. General discussion among members, the developer, and city staff about the location of the proposed building, the reason for changing the original duplex to a single-family unit, the history of the PUD, and setbacks.

5. **Close public hearing**

Mayor Harper closed the public hearing at 6:34 p.m.

6. **Consider the petition of Wolfpack Investments LLC.**

The city administrator explained that the Commission can hold discussion about the proposed amendment to the 2018 PUD at this meeting; however, under the zoning ordinance, the Commission cannot vote on a recommendation to the City Council until a "subsequent" meeting. That meeting is scheduled for Oct. 21; the timing will assist the developer's construction

planning and make it possible for the City Council to act on any Commission recommendation that night. Members had additional discussion about the rear setback approved in the original PUD, which appears to violate zoning requirements. Members requested that the city attorney be at the Oct. 21 meeting to discuss the setback issue.

7. **Discontinuance of an Alley**

Motion by Pennekamp, seconded by Thiede to recommend that the City Council approve the introductory resolution to discontinue a platted, unimproved alley (Outlot G6 of Assessment Plat) by Council Initiation. Motion carried unanimously by roll call vote.

8. **Adjourn**

Motion by Benson, seconded by Vesperman to adjourn the meeting at 6:49 p.m. Motion carried.

Michael Kuchta
City Administrator

City of Lancaster Plan Commission Meeting

Nov. 18, 2024 Noon

City Hall Council Chambers

1. **Call Meeting to Order**

Mayor Harper called the meeting to order at noon.

2. **Roll Call**

Members present: Mayor Harper, Benson, Pennekamp (via phone), Thiede (via phone),
Timmerman, Vesperman

Absent: Leonard

Also present: City Administrator Kuchta

3. **Approval of Plan Commission minutes of 10-21-2024**

Motion by Timmerman, seconded by Vesperman, to approve the minutes of Oct. 21, 2024. All
ayes (voice vote); motion carries.

4. **Consider the petition of Wolfpack Investments LLC to amend PUD (Plan Unit Development) for
property located off East Hickory Street between Sheridan Street and Grant Street and Make
Recommendation to City Council.**

Motion by Benson, second by Timmerman to recommend that the City Council approve the
amended PUD. All ayes (roll call vote); motion carries.

5. **Adjourn**

Motion by Pennekamp, second by Theide to adjourn the meeting at 12:03 p.m. All ayes (voice
vote); motion carries.

Michael Kuchta
City Administrator