

City of New London
Planning Commission Minutes
Thursday, February 25th, 2021

Call to Order:

The February 25th, 2021 Planning Commission meeting was called to order by Chairman Besaw at 5:00 PM.

Roll Call:

Those in attendance were Chairman Besaw, Bessette, Steingraber, Walbruck, Noel, and Mayor Herter.

Excused Members: Spilman, Gabert

Others in attendance: City Administrator Hoerth, Dave Dorsey, Kenneth Bentzler, John Walbruck III, Sue Trader, Sarah Wylie via zoom (Habitat for Humanity) and Paul Gauthier via zoom (Midwest Properties I, LLP), Building Inspector/Zoning Administrator David Vincent via zoom.

Motion by Noel, seconded by Steingraber to adopt the agenda. Motion carried by all.

Motion by Herter, seconded by Walbruck to approve the January 28th, 2021 meeting minutes as presented. Motion carried by all.

Sarah Wylie provided a presentation for the upcoming Habitat for Humanity “Rock the Block Event” scheduled for this fall. The event brings communities together to improve homes and beautify surrounding neighborhoods by assisting low to moderate income qualified property owners with exterior repairs to their home. The success of the event is depended on volunteers, fundraising and other collaboration efforts within the communities’ network. Projects may include siding, window or roofing replacement and general landscaping cleaning. The group is focusing outreach efforts in the 5th ward for the program, however all houses within the city limits are eligible for the improvements. Applications and contact information can be found in the lobby at the New London Municipal Building.

In conjunction with the Rock the Block event, Habitat for Humanity is requesting that the city waive all building permit fees for the project. The commission inquired how much revenue the city may lose by waiving the fees. Hoerth reported that it’s unknown at this time how many homes and what the extent of the repairs may be for the event so it’s hard to determine the amount of fees that may be waived. The thought is that many of these repairs may not happen if the event doesn’t occur so a portion of the waived fees the city would not likely see anyway if the event was not held.

Motion by Herter, seconded by Walbruck to waive building permit fees for those participating in the Habitat for Humanity Rock the Block event. Motion carried by all.

A preliminary Certified Survey Map (CSM) was presented for dividing parcels in the North East Business Park on Frederick Farm Lane. The purpose of the division was to assist the City in selling a parcel, defined as Lot 2 on the CSM, to Midwest Properties I, LLP for future commercial development.

Motion by Herter, seconded by Bessette to approve the preliminary CSM east of Frederick Farm Lane as presented. Motion carried by all.

A site plan was presented for the construction of a manufacturing facility on the site the city will be selling to Midwest Properties I, LLP. Contracted Building Inspector Randy Backhaus confirmed that the information provided appeared to be in compliance with the requirements of the zoning code.

Motion by Noel, seconded by Steingraber to approve the site plan for a manufacturing facility by Midwest Properties I, LLP on Frederick Farm Lane. Motion carried by all.

The Commission reviewed a preliminary CSM to combine 4 parcels at 401, 405, 411 and 413 S Pearl Street into one parcel. The parcels are owned by the City and the Library and Museum Board and the purpose of combining the parcels is to assist with the development of the Library's plan for facility expansion across the street from the existing library. Hoerth informed the Commission that in the future the Finance Committee and City Council will review the proposal to deed the property at 401 S Pearl to the Library and Museum Board. Hoerth suggested providing preliminary approval of the CSM pending the City Council's approval of deeding the single lot to the Library and Museum Board.

Motion by Herter, seconded by Walbruck to approve the presented CSM to combine 4 parcels into one on the 400 block of S Pearl Street pending the City Council's approval of deeding the lot at 401 S Pearl Street to the Library and Museum Board.

The Commission considered a variance request to reduce the required 15 foot flood protection elevation distance at 312 Elm Street. The property owner is raising up the property and building a new home on the site, however the parcel is not wide enough for the required 15 foot flood protection zone around the building. The owner provided stamped engineered drawing showing the new grades and support structures for a retaining wall around the new home. Contracted Building Inspector Randy Backhaus reviewed the drawings and felt the submitted engineering plans were sufficient showing the required materials for fill and structural design of the retaining wall.

Motion by Herter, seconded by Bessette to approve the variance request to reduce the required 15 foot flood protection elevation distance around a new residential building at 312 Elm Street. Motion carried by all.

Hoerth provided an update of a CSM being created to modify the Right of Way at 101 Waupaca Street to assist Thrivent Financial with the replacement of a business sign.

A review of future agenda items were discussed. The next Planning Commission meeting is tentatively being rescheduled to Wednesday, March 24th to accommodate a scheduling conflict with a consultant that will be attending the next meeting.

Motion to adjourn by Walbruck second by Bessette. Meeting adjourned by Chairman Besaw at 5:48 pm.

Chad R. Hoerth
City Administrator