MEETING MINUTES:
PLAN COMMISSION
January 22, 2019  5:30 p.m.

Village Plan Commission was called to order at 5:30 p.m. on Tuesday, January 22, 2019.

Roll Call: Ruetten, Kubasta, absent; Kreuzer, Utschig, Broderick, absent; Larson, and Rogers.
Absent: Kubasta and Broderick
Kubasta at 5:31 p.m.
Also Present: Randy Oliphant; Steve and Tammy Brooks, Kirk Ruetten

Public Participation:
- None

Communications
None

Approve Minutes from January 8, 2019

MOTION by Utschig, seconded by Ruetten, to approve Plan Commission Minutes from January 8, 2019. Carried by voice vote.

Staff Reports
- Village Board approved the blight designation of Brooks Properties and PDK properties.
- Requesting all documentation from the DNR for both properties.
  - PDK may be an issue.

Old Business

Comprehensive Plan Update East Central Wisconsin Regional Plan Commission (ECWRPC)

Introductions - everyone present introduced themselves.

Utilities and community Facilities Vision
- Tom Baron – ECWRPC
- A lot of important services the Village provides. An inventory/assessment of those.
- Page 5-3 a Table and utilities and services.
- Kreuzer –
  - health care facilities – no licensed nurse home; do have Care Parners Community Based Residential Facility.
  - Drainage districts – none currently – but should we establish one by the school/Twin Harbor Drive
  - Another drainage ditch behind Tower Road.
- Would this be a better fit for storm water drainage?
- Currently no districts but do have some drainage issues.
  - Energy Supply Electric — planned upgrade at substation.
  - Wastewater private — Covanta treats on site — use our discharge permit.
  - Stormwater — currently do not know potential impacts of stormwater utilities.
  - Wastewater public — status as well.

Tom — does the village have any wellhead protection ordinances? No. Is it an issue? Not really at this time. Yes, if we would have to drill a new well.

Park and Rec

- In general, enough park land in the Village.
  
  Kruezer — move Table 5.2 up and boating facilities to reflect is has been done.

Schools and Community Facilities

Kruezer — sold 2 acres for development. Whispering Echoes.

Health Care Facilities — no hospital.

Two child care facilities in the Village — other two are located in the town.

Police — replaced Sargeant with LT.

Fire Services — Joint Fire Department. ISO rating — important for home insurance.

Currently a 4, because we have fire hydrants. Lower ISO is better.

Emergency Management — communication system done at County level.

Library — ok.

Schools — pride in the school system — picture of Peggy.


Update — how state regorganized the tech regional based colleges.

Kubasta - 2035 can hold 890. Limited open enrollment.

Peggy — facility study right now. Ultimate goal is to maintain elementary building as long as possible. Middle school will be a space issue the quickest. Middles school needs the most work because of how it was built. We have one of the largest elementary schools in the state of Wisconsin. Completed phase I of facility study — board just approved a phase 2.

Municipal Building needs — concerns about space needs. Police evidence and public works garage.

Mitch —

- maps 5-1
- Updated sanitary districts on map.
  - Map 5-2
  - Location of Municipal garage is on Washington.

Goals and Objectives

UCF1.1 – ok. No local impact fees. We did adopt a stormwater ordinance. Add explore a stormwater utility.

UCF2 – work with School District.
  - UCF2.2 – if there is a marketing plan include the school.
  - UCF2.1 – beneficial to have boards meet once a year.
    - Hard because school district covers so much more than the Village.
  - UCFC.4 – police department – maintain consistent staff. Uniform uniform.
    - Working with reimbursement – six months – pay academy. 9 weeks?
    - SRO - School Resource Officer – is there a need? Continuing discussion.
      - Funding is an issue.

Park System – meets our needs. Do not believe we need to expand park space. Add improvement instead of expansion.
  - CORP plan – use as a reference.
  - Recreational trails.
  - Add S corridor.

Aging
  - Senior housing.
  - Establish a senior committee to advise the Village Board on existing concerns and future needs. It could be the Plan Commission, lol!

Smart Cities/Communities
  - Create a Smart City committee – a municipality that uses technology to increase efficiencies in communication and services. Artificial intelligence – Alexa.
  - Share vehicles – autonomous vehicles.
  - Small towers – instead of one big tower.
  - Competitive advantage to attract businesses and residents.
  - Public works can utilize – sensors on hydrants; etc.
  - Not now, but establish a committee within five years.
  - Fiber survey – more people in the Town of Winneconne and Town of Poygan responded.
  - See if there is any interest.

Policies
  - No changes.
  - Contribute to existing park facilities instead of adding more.
Moving forward –

Population and Housing – in progress.
Water – in progress.
Land Use – will take some time – in progress.
Ag, Natural and Cultural Resources – not started.,
Implementation – not started.

Time Frame – hopefully adoption process in July.

Could we do population and water at one meeting. What goals do we have for water?

- End of February/Early March.
- Village Board update at February meeting.
- February 25th or March 5th. Please invite people to attend.
- March 7th at 5:30 p.m. Bring a friend or two.

One meeting for Land Use.

6:41 p.m.

Amendment to 9-1-19 Accessory Buildings

- Few changes from current ordinance.
- Include attach garage in number but not size.
- Is attached garage an accessory building – yes.
- Tiny house and large garage? No.
- Accessory dwelling units are not allowed.

Jackie the pharmacist present at 6:49 p.m.

- Larger parcels can go up to 2000 feet with a conditional use.
- 40% lot coverage – standard.
- Cannot prohibit a conditional use permit . . . can set conditions.
- Not allowing accessory structures in B1(downtown) and I Industrial.
  o 15 feet or height of the primary structure – whichever is less.
  o Residential needs to be clarified. Detached garages are taller than 15 feet.
    - Two car garage detached . . . 20 feet or height of primary structure . .
      whichever is less.
    - Come back next meeting.

Amendment to 9-1-30 Signs

- Next meeting.

New Business

CDBG Grant Project Identification
- Village has to pay back CDBG loan program. But then we can apply for grants from that cash for two years. Think of ideas that would benefit the largest number of people. Will have access to approximately $400,000.00.

Approve Certified Survey Map for 208 and 224 West Main Street (Steve Brooks/Brooks Properties LLC)

- Reviewed by Village Administrator Mitch Foster
  - Want to link properties with a door in between them.
  - No zoning issues – zero setback requirements.
  - Conditional use permit for 208 W Main Street in 2017.

MOTION by Larson, seconded by Ruetten, to recommend Village Board approve the Certified Survey Map for 208 and 224 West Main Street (Steve Brooks, and Brooks/Properties LLC)

Roll Call: Larson, Ruetten, Kubasta, Kreuzer, Utschig, and Rogers; ayes.

Motion to adjourn to next meeting.

MOTION by Kreuzer, seconded by Larson, to adjourn. Carried by voice vote.

7:03 p.m.

Jacquin Stelzner, Secretary
Village Plan Commission