PLAN COMMISSION MEETING
MONDAY, JANUARY 26, 2015
6:30 P.M., ALLOUEZ VILLAGE HALL

CALL TO ORDER

Chairperson Kopperud called the meeting to order at 6:30 p.m.

Present: Culotta, Hansen, Ropp, Kopperud, Dart, Kornowske
Retzlaff (arrived at 6:32 p.m.)

Also present: Lange, Fuller

MODIFY/ADOPT AGENDA

Dart/Hansen moved to adopt the agenda as presented. Motion carried. (Retzlaff not present for vote.)

MINUTES FROM NOVEMBER 24, 2014 MEETING

Under Public Appearances, Rebecca Nyberg is listed as an Allouez Resident, but she is also a member of the Brown County Health Department, that needs to be noted in the minutes.

Retzlaff arrived at 6:32 p.m.

Culotta/Dart moved to approve the minutes with the change of adding that Nyberg as a member of the Brown County Health Department. Motion carried.

ANNOUNCEMENTS

a. Update on Corridor Study

Fuller shared the tentative schedule GRAEF provided the village. There will be open houses at the Village Hall on February 10th and March 10th, but the time is to be determined.

b. Update on Riverside Drive Project

Fuller spoke with DPW Berndt and the only update he had from the DOT meeting he attended is that there will most likely not be roundabouts at Saint Joseph Street and Riverside Drive, due to too much congestion in that area, however, this is not official.

c. Introduce New Plan Commission Member, Wes Kornowske

Kornowske introduced himself. He just moved to Allouez 2 months ago. He looks forward to being involved in the Village, and helping out in any way he can. He was previously a Village Administrator in Illinois, and wanted to move back to the area he was from.

d. Lange stated that a raze permit was taken out on Friday for 2120 Riverside Drive, and it was taken down today.

e. An update on Strategic Plan was requested

Lange explained that residents can fill out a survey online. The Village is trying to incorporate things with the Comprehensive Plan and the Corridor Study, and this is just another tool that they can use. The Strategic Plan is also being used to get a feel for what the Village is doing good, not so good. What do residents like about the community; things that residents would like to see never change. What services would the residents like to see? The data from the Strategic Plan will go to the Village Board on February 17th, and the Plan Commission will be updated at their next meeting.

f. An Update on Connect Communities was requested

Fuller explained that Connect Communities is a program thru WEDC to accommodate communities without a business district or downtown area that isn't necessarily historic, and that do not qualify for the Main Street Program. It offers a lot of the same services as the Main Street Program. The Village would have to apply to be selected for the group.

PUBLIC APPEARANCES

Jim O'Rourke, 2339 Oakwood Avenue

Feels that the 2020's is going to be a second renaissance for Allouez, going into the 3rd hundredth year of existence. O'Rourke feels the Village has to have a vision of what the waterfront should look like, and also informed the Committee that there is an easement for public access down to the river on the property at 2120 Riverside Drive where the house was razed today.

APPROVAL OF RAZING ORDINANCE AMENDMENT

Fuller received an email from Jennifer Sundstrum, a representative of The Realtors Association of Northeast Wisconsin with a few things she would like to have addressed by the Plan Commission regarding the amendment:

- The number of residential structures impacted has not been identified.
- The delay on the approval of permits on structures without voluntary participation by the property owner.
- Effectiveness; the way we educate the owners.

Recommendation for the raze permit:

- Consider adding a check-box at the end of each raze permit inquiring if the property owner would consider assistance from the Village/Historic Preservation Commission to either:
    - Relocate the structure
    - Find a potential buyer for the property
    - Secure funding to renovate the property

Discussion:

- On page 424-6, section C, move number 4 to number 3, with the addition of after "Certificate of Appropriateness" add the sentence that was stricken. "The committee shall make this decision within thirty (30) days of the filing of the application" and add to it ", unless otherwise noted in Chapter 424 3c."

Kornowske/Hansen moved to approve the ordinance with changes as discussed. Motion carried.

APPROVAL OF THE APPROACH TO THE BICYCLE AND PEDESTRIAN PLAN

Fuller stated the Department of Public Works would like the Plan Commission to identify the areas in the Village in need of improved bicycle and pedestrian accommodations, as well as highlighting the existing bike and ped connections in the Village that work well. Would the Plan Commission like to take part in the plan? Would they like Allouez Walks and Bikes! to be an advisory committee to the Plan Commission? Or, would they like to make a recommendation to the Village Board to create an ad hoc committee to focus on this task?

Discussion

- Use the current Allouez Walks and Bikes! group, and include other committees in their monthly meetings.
- Allouez Walks and Bikes! is not an official Village Committee, so they can submit their knowledge from their discussions to the Village as to where they think the best places to incorporate more into future Public Works projects, or some of the group can sit on an ad-hoc committee if there is one formed.
- Allouez Walks and Bikes! focuses more on recreational interests for walking and biking and not on transportation interests, other than the Safe Routes to School, which is for transportation.
- Plan Commission should oversee this group and take a more comprehensive plan development approach.
- Start with a sub-committee of the Plan Commission (3 members) to create an outline, and eventually add Village a Board member.
- Develop an update to our current plan.
- Safe Routes to School Programs, and a Bicycle Pedestrian Plan are two totally different plans, and to separate them would be a great idea.
- Needs to be tied into our Outdoor Recreation Plan.
- Should get our transit data.
- Are there buses with bike racks?
- Who is using the buses?
- What are the major stops?
- Some of these things are too in depth for a sub-committee.
- Maybe we should hire a consultant.
- What are our long term goals?
- What are the surrounding plans that are already out there?
- Can Brown County do some of the mapping?
- We should go after grants, and set ourselves up for the future.

Lange and Fuller are going to gather as much information as they can on surrounding areas, and bring it back to the next Plan Commission meeting.

DISCUSSION OF REZONING THE GREENE AVENUE WATER STATION

The property is currently zoned Village Owned and the surrounding property is Commercial to the West and South, High Density to the North and "B" Residential to the East. The Village Board is asking the Plan Commission to recommend proper zoning of the property. Staff recommends zoning either "Commercial" or "C Office Residential."

- Developer should bring in a proposal for a PDD.
- Property hasn't been used in years.
- Is there an advantage in rezoning it?
- Leave Village owned and developer would have to come in with PDD proposal.
- Was just the building or the entire site addressed when doing the historic identification? The entire site was looked at.
- Would there be an opportunity to have a meeting with the neighboring property owners give some feedback on how they feel about the rezoning?
- What is the timeline for a notice of a sale of Public Property?
- PDD might make the property difficult sell or be developed.
- Are there any plans to have sidewalk on Greene Avenue down to Green Isle Park? Yes.
- Is there a simpler process than the PDD process?
- PDD offers flexibility.
- The building is inhabitable at this time.
- It was completely gutted, and everything has been shut off since 2008.
- If a dual use is what the developer wants, they need to go through the PDD process.
- What is the square footage on the tank in the back?
- Leave as is. Is there a reason we need to make a change?
- Has the village brought in a real estate investment consultant on any of its property that it wants to liquidate?
- That might the best course of action to bring someone in to look at the properties, and give a report on what their potential is.
- There wasn't anything specific in the Comp Plan about that area.
- The property is abutting 4 different types of zoning usage.
- If zoned Commercial, there will be a problem with parking.
- Develop district parking plan?
- Street parking could be considered.
- Short on Commercial properties in the Village.
- There seems to be enough room to add extra parking spaces on the property.

Lange suggested that we come up with the square footage of the building and property. Lange will bring building plans to the next meeting.

APPROVAL OF THE 2014 PLAN COMMISSION ANNUAL REPORT

Fuller stated that the report includes a list of the major accomplishments by the Plan Commission for 2014, a proposed schedule of tasks for the Plan Commission to work on in 2015, different opportunities for the commission to increase their knowledge, as well as possible future tasks the commission might want to consider focusing on.

Discussion

- On page 4, the fourth bullet point was on last year's report, and was not discussed. (The UWGB analysis of our zoning ordinances.) This is 6 years old, and will be taken out and replaced with reassessing our Zoning Code.
- Mixed Use zoning was mentioned in the Comprehensive Plan, and we still aren't zoned to do any Mixed Use.
- The Mixed Use zoning will be addressed in the recodification process.
- It was our goal to develop Mixed Use zoning, but it hasn't been accomplished yet.
- Plan Commission members would like a copy of the Scope of Services for the recodification.
- Plan Commission would like ongoing emails on planning articles, and then have short discussions about them at the meetings.
- A timeline schedule should be done for the year, with a prioritized list of things to be done, so when it comes to mid-year, we see if we are on task, or if we are missing things.
- Bicycle Pedestrian Plan is a new priority for us.
- May have to go back to 2 meetings per month for Zoning Code and Bike Ped Plan, or develop sub-committees.
- Our Zoning Code is preventing us from meeting our Comprehensive Plan.
- Under "Accomplishments" it might help to distinguish what our Accomplishments were and the Actions taken. Maybe do a header of "Accomplishments and Actions".

Fuller will make changes as recommended, and bring back to next month's meeting.

NEXT MEETING DATE AND AGENDA ITEMS

The next meeting date: February 23, 2015, at 6:30 p.m.

Agenda items: Annual Report, Additional information on the Greene Avenue Water Station and the Bike Ped Plan, Vision data results, Riverside Corridor Update, and Update on DOT construction.

ADJOURNMENT

Dart/Hansen moved to adjourn at 8:17 p.m. Motion carried.

Minutes submitted by Sherri Konkol, Deputy Clerk