

Memo

To: Plan Commission

Fr: Tracy Flucke, Administrator

Re: Discussion on Preparation for End of Year Review and Creation of 2014 Project List

Date: September 11, 2013

This item was placed on the agenda as recommended by Roger Retzlaff. The Commission is asked to come prepared to discuss year-end review and accomplishments from 2013. As well as projects you would like to see completed in 2014. If they are budgetary items please bring a cost estimate to the meeting as well.

Follows are suggestions from Chairman Chris Culotta for your consideration and information.

We should briefly discuss at the Plan Commission Meeting what we had requested for 2013 and how well we used the resources granted by the Village Board:

- Trevor the intern has worked on many documents and products (could you prepare a list to share with the Village Board of some of the highlights). I am in favor of another intern but I want to defer to you as the one that needs to make the time to direct an intern. If you desire we request an intern, do we request more hours or the same amount of hours in 2014?
- The planner's website – are plan commission members using this site? Should we renew?
- Brown County Planning Department assistance to add TND Concepts to the Site Plan Review Process
- List the training made available to plan commission members
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My comment - I also like the addition of a village trustee to the Planning Commission and think Penny does a great job!

2014 possible Plan Commission requests for the Village Board:

- Another intern
- Zoning Code update (we have not yet put together an estimate and I know Roger will ask what kind of code is desired)
- Any other planning memberships or certifications?
- Any additional training requests?
- Anything else?

For 2014 – my thoughts:

- I would like the Plan Commission to review the village official map
- Review the village bicycle/pedestrian map to determine priorities (especially after the East River Trail is widened, the Sunset Park trail is constructed and the connector trail between Webster and Riverside is constructed)
- Further TIF District planning?
- Continue our outreach with other Village Committees as appropriate – Historic, Parks and Forestry and Economic Development
- We should plan for the possible Heritage Parkway Corridor and discuss how this can benefit Allouez from the tourism perspective
- Should the Plan Commission members consider filling out grant applications if appropriate in absence of village staff availability?
- Identify and implement low cost options to infuse additional public input into the planning process
- Conduct another bicycle field review of new developments and redevelopments
- Tracy do you have any suggestions or ideas for the Plan Commission to review and recommend action to the Village Board?

This is a discussion item and all members are asked and encouraged to share their ideas and suggestions at the meeting.