

September 26, 2016 (Plan Commission Meeting)

**PLAN COMMISSION MEETING
MONDAY, SEPTEMBER 26, 2016
5:30 PM, ALLOUEZ VILLAGE HALL**

CALL TO ORDER/ROLL CALL

Kornowske called the meeting to order at 5:30 p.m.

Present: Kornowske, Retzlaff, Dart (arrived at 5:52p.m.), Kowalzek-Adrians, Wheeler, Nohr, Sment (excused at 6:58p.m.)

Excused: Ropp, Hansen

Also Present: B. Lange, T. Fuller

MODIFY/ADOPT AGENDA

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

MINUTES FROM AUGUST 22, 2016

Kowalzek-Adrians / Wheeler moved to adopt the minutes from August 22, 2016 as presented. Motion carried. (Retzlaff abstained – Dart not present for vote).

MINUTES FROM SEPTEMBER 7, 2016

Kowalzek-Adrians / Sment moved to adopt the minutes from September 7, 2016 as presented. (Wheeler, Nohr, Kornowske abstained – Dart not present for vote). **Not enough members for vote. No action taken.**

ANNOUNCEMENTS

- The final Allouez-Bellin Health Farmers' Market will be outside of the Village Hall Thursday, October 6th from 3:30-6:30p.m.
- Oktoberfest at Lorelei Inn was well attended.
- Allouez Business Association is discussing organizing a celebration for the reopening of the Webster Avenue Bridge. There have been few work delays and the bridge is anticipated to reopen at the end of October.

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PUBLIC APPEARANCES

Jim O'Rourke, 2339 Oakwood Avenue

- Concerned about the excessive use of Planned District Developments (PDDs). The PDD process is being used to circumvent the zoning code and all PDDs should comply with the underlying zoning.

DISCUSSION OF ZONING CODE PROJECT – PRESENTATION FROM REBECCA ROBERTS – CENTER FROM LAND USE EDUCATION

UW-Extension Center for Land Use Education presentation on the different types of zoning codes – Rebecca Roberts gave a presentation covering the history of zoning in the United States, different types of zoning codes (e.g. traditional, form-based), some adjustments that can be made to update the current zoning code (e.g. conditional uses), and suggested next steps.

Questions and answers by members of the Plan Commission, staff, and the public followed the presentation.

ACTION RE: RECOMMENDATION FOR FURTHER INVESTIGATION OF ZONING CODE PROJECT AND BUDGETING OF PROJECT COSTS

Staff asked that if the Plan Commission wishes to proceed with the zoning code project, that a portion of the funds be requested in the 2017 Village Budget. There is a lot more questions that need to be addressed prior to moving forward with the project, but having some money in the budget would at least allow for the project to be started next year.

Retzlaff / Dart moved to recommend staff request money in the budget to engage a consultant to update our zoning code so that it is consistent with the Village of Allouez Comprehensive Plan. Motion carried.

UPDATE OF BICYCLE AND PEDESTRIAN PLAN

Retzlaff said the Ad Hoc Bicycle and Pedestrian Committee is nearing the point of a final draft. The committee has gone through the majority of the text and maps and identified areas in the village that are in need of additional bicycle and pedestrian access. The main goal is to have more people in the community that are comfortable getting around via walking and bicycling in the village and to adjacent communities. Public meetings will be held to discuss the plan in detail.

Staff added that the committee has received input from the Department of Public Works as far as how the proposed bicycle and pedestrian facilities mesh with the five-year road reconstruction plan. The committee will review these comments at the next meeting. The expectation is to have the plan done this year.

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DISCUSSION OF ANNUAL SITE TOUR

Plan Commission acknowledged that riding bicycles was nice, but driving cars for the tour was more efficient. It was helpful to get to see past projects. An important take away was being able to see what the inside of the Pump House on Greene Avenue really looked like – how much work is needed on the inside.

DISCUSSION: PROTOCOL FOR DEVELOPER PRESENTATION

There is concern by a member of the Plan Commission that some of the substance of a Plan Commission recommendation is lost when presented to the Village Board. Staff should provide the public with additional information as to why the development is going through the planning process. The promotion of the project and how the deadlines will be met should be by the developer. The developer should also provide additional documents and information that would help the Plan Commission make a recommendation.

Staff said that everything is currently done according to what is required by ordinance. Staff suggested that adding clearer criteria to the development process would help because the developer would have more of an idea of what is expected and required for approval (e.g. additional design criteria).

Discussion and action at the next meeting will be reviewing the developer checklists and whether or not the Plan Commission minutes should be viewed by the Village Board prior to Plan Commission approval.

NEXT MEETING DATE AND AGENDA ITEMS

Next meeting date: Monday, October 24, 2016, 6:00p.m.

Agenda items: Action re: Plan Commission mutual accountability, update on the zoning code process, action re: Bicycle and Pedestrian Plan, Board of Appeals update

ADJOURNMENT

Retzlaff / Dart moved to adjourn at 7:13p.m. Motion carried. (Sment not present for vote)

Minutes submitted by Trevor Fuller, Planning and Zoning Administrator.