

March 28, 2022 (Plan Commission Meeting)

**PLAN COMMISSION MEETING  
MONDAY, MARCH 28, 2022  
6:00 PM, ALLOUEZ VILLAGE HALL**

CALL TO ORDER/ROLL CALL

Lefebvre called the meeting to order at 6:01 p.m.

Present: Cody, Deutsch, Honold, Lefebvre, Nohr-Valley, Nyberg  
Excused: Capichano-Simmons, Wheeler  
Also Present: Fuller, Genrich, Lange

MODIFY/ADOPT AGENDA

**Nyberg / Deutsch moved to adopt the agenda as presented. Motion carried.**

MINUTES FROM FEBRUARY 28, 2022

**Nyberg / Nohr-Valley moved to approve the minutes dated February 28, 2022 as presented. Motion carried.**

ANNOUNCEMENTS

- Spring election is Tuesday, April 5th. Remember to vote!

PUBLIC APPEARANCES

- None.

ACTION RE: PETITION FROM MCDONALD'S USA – REQUESTING A MINOR AMENDMENT TO AN APPROVED DEVELOPMENT PLAN FOR THE REHABILITATION OF A DRIVE-THRU RESTAURANT ON PARCEL AL-50-8, LOCATED AT 1903 S. WEBSTER AVENUE

Staff provided an overview of the proposed minor amendment. The overview is being requested to change the internal traffic circulation and parking on site to better accommodate the redevelopment to the south, which will share parking and an ingress and egress with the subject property.

Plan Commission agreed that the proposed changes required a minor amendment only and did not result in a significant departure from the approved development plan of June 18, 2019.

**Nyberg / Deutsch moved to approve the changes to the traffic circulation and parking on site, with the understanding that the shared ingress / egress condition from the original plan approval will still be satisfied. Motion carried.**

ACTION RE: PETITION FROM MAXWELL PRANGE – REQUESTING CONDITIONAL USE PERMIT APPROVAL FOR A SECONDARY SUITE ON PARCEL AL-1479, LOCATED AT 226 WARREN COURT

Staff provided background information on the project and the requirements for the conditional use permit.

Maxwell Prange (petitioner and property owner) was present to explain the project and answer questions.

**Nohr-Valley / Deutsch moved to open the meeting for public comment. Motion carried.**

Justin Schmidt, 2597 DuCharme Lane

- Asked if the conditional use permit was permanent and stays with the property?
  - If approved and the requirements are satisfied, the conditional use permit is permanent and remains with the property.
- Does not support the project because he believes it will hurt property values.

Peter Dignan, 217 Iroquois Avenue

- Asked where the entrance to the secondary suite will be?
  - The secondary suite will use the existing rear door for the entrance (required by ordinance).

Brooke Tussell, 226 Warren Court

- Stated that accessory dwelling units (secondary suites) can increase property values by 20-30 percent.
- The tenants also provide economic value to the village (spending power).

**Nyberg / Nohr-Valley moved to return to regular order of business. Motion carried.**

Discussion included:

- The addition of the secondary suite will add value to the property.
- There is a need for additional housing types and an increase in density.
- Feel comforted knowing that the ordinance requires owner occupancy of one of the dwelling units.

**Cody / Deutsch moved to recommend approval of the conditional use permit to allow for a secondary suite in the basement of the primary dwelling, with the condition that all ordinance requirements are met. Motion carried.**

#### ACTION RE: AMERICAN RESCUE PLAN ACT OF 2021

Staff reported that the Village Board is looking for recommendations from the committees on how to best utilize funds received through the American Rescue Plan Act of 2021. Staff presented an example of how the funds could be allocated. Discussion will be ongoing and Plan Commission members are encouraged to bring ideas to the next meeting to be recommended to the Village Board.

Discussion included:

- Amphitheatre and public space/activation.
- Improved access to the Fox River Trail through St. Francis Park.
- Tuition assistance or scholarship to local residents interested in studying government.
- Improving existing park restrooms and adding drinking fountains for pets in public areas.
- Eliminate or pay down water utility debts.
- Support of the Allouez Business Association.
- Creation of a housing rehabilitation assistance fund.

**Nohr-Valley / Honold moved to recommend the American Rescue Plan Act projects included in the staff memo, as well as the items discussed above. Motion carried.**

#### DISCUSSION RE: COMPREHENSIVE PLAN UPDATE

Staff stated that the Plan Commission will be considering the contract agreement with Brown County Planning Commission at the next meeting. Staff asked the Plan Commission to consider if they would prefer creating a working committee or if the update project should be handled by the full committee.

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DISCUSSION RE: ANNUAL SITE TOUR

Staff will put together a list and poll the group for an ideal date and time.

REPORT/DISCUSSION RE: VILLAGE PROJECTS AND PROPERTIES UPDATE

Staff provided an update on the following:

- Reconstruction and other infrastructure projects scheduled for 2022.
- Upcoming NEW Water public information meeting on proposed increases (Thursday, May 12<sup>th</sup>).
- TDS is scheduled to begin bringing fiber optics to the entire village in May.

NEXT MEETING DATE AND AGENDA ITEMS

Next meeting date: Monday, April 25, 2022, 6:00p.m.

Agenda items: Comprehensive Plan update, discussion of annual site tour, American Rescue Plan Act 2021 funds

ADJOURNMENT

**Deutsch / Nohr-Valley moved to adjourn at 7:10p.m. Motion carried.**

Minutes submitted by Trevor Fuller, Director of Planning & Community Development.