

Planning Commission Minutes March 26, 2015

Call to Order:

The March 26, 2015 Planning Commission meeting was called to order at 5:02 pm by Chairman Steinhorst.

Adopt Agenda:

Motion by Henke and seconded by Noel to adopt the agenda as with one correction. The minutes being approved are from the 02/26/15 meeting, not the 03/26/15 meeting. Motion carried. 5/0

Roll Call:

Those in attendance were Steinhorst, Noel, Henke, Spilman and Goller. Thompson and Gabert excused. Gruetzmacher – absent.

Others in attendance: Paul Hanlon – Zoning Administrator and Richard Sullivan.

Approval of the 02-26-15 Minutes:

Motion by Spilman and second by Noel to approve the minutes of the 02-26-15 meeting as presented. Motion carried. 5/0

Request for modification of existing garage – Exceed maximum height of 15' – Richard Sullivan 1118 W North Water Street:

Richard Sullivan was in attendance and provided additional photos for the members to review regarding his request to alter the existing detached garage. The existing building will have the roof removed and 2 feet will be added to the height of the exterior walls and then gambrel style trusses will be installed. The proposed total height will not exceed 21 feet.

Motion by Henke, second by Noel to approve the alteration as presented. Motion carried. 5/0

Rezoning Request M-P (Manufacturing Park) to R-2 (One & Two Family Dwellings) for 515 Fremont Street:

Bruce and Tammy Wolfgram have requested a rezoning of their property at 515 Fremont Street. The rezoning to R-2 (One and Two Family) would allow them to turn the existing commercial building into a duplex.

Motion by Noel, second by Goller to recommend the zoning change to Council. Motion carried 5/0

Continue discussion of comparing Comprehensive Plan and Zoning Ordinances for consistency:

Hanlon provided the members with several documents from last year's comparison of the Zoning Code and Comprehensive Plan that were put together by Kathy Thunes, East Central WI Regional Planning Commission.

The discussion began with the Housing Element comparison. Comprehensive Plan component H2 - Re-investing in the existing housing stock was the first item on Thunes' list. The suggestion was to consider allowing duplexes in R-1 and R-1R zoning areas by Conditional Use. Members were not in favor of this suggestion and decided not to pursue any change in the Zoning Code.

Next was Comprehensive Plan Housing Objective 3.e. that raised a concern about the lack of a permitting process for rental properties. Hanlon advised Chapter 15 does not have a permitting process for rental properties, other than a requirement for licensing of "Rooming Houses". Hanlon suggested all rental properties be registered and updated on an annual basis. Doing so would give the City a comprehensive list of all landlords and all of the dwellings that are being used for rentals. This could be done without charging a fee. Members were in favor of this recommendation.

Another issue addressed in the comparison was Chapter 17.03(3). This specifically addressed the creation of lots in an unsewered area being permitted with no specifications as to what zoning designation it applied to. Members discussed that specific section and it was decided that Hanlon's recommendation to reword that section, which follows, would address the issue.

17.03 (3) Sanitation and Water Supply: Zoning of land for urban development and the subdividing thereof for human occupancy or **any other** use shall only be recommended by the City Planning Commission and adopted by the Common Council after each is assured that the development will be served, by the time of development, ~~with a safe individual or common water supply, and adequate means for disposal of wastewater under terms complying with appropriate State, County and City sanitary regulations~~ **with municipal sewer and water.**

Policy H12 – Mobile homes permitted in the community shall meet the following criteria was discussed next. Hanlon advised the installation guidelines for mobile homes are not contained in Chapter 17 however, they are included in Chapter 14, which is the Building Code. The specific rules are part of the Wisconsin Uniform Dwelling Code and are adopted by reference. Of the eight criteria listed, the one that concerned members most was #8 which reads as follows “Compliant with HUD regulations and built after June 14, 1976.” The average life span of a mobile home is about twenty years. Using the date listed would allow mobile homes up to 35 years of age. Noel explained that a lot of insurance companies will not write policies on mobile homes more than 10 years old. It was suggested that Hanlon check with other municipalities to see if they have a limit on the age of mobile homes being brought into their facility.

The final point reviewed at the meeting was Policy H13. This policy contains five criteria for multi-family residential projects. None of these criteria are listed in Chapter 17.05 Site Plan Review. Members discussed this and agreed these criteria should be included. Hanlon will add them to Chapter 17.05 for a future zoning code amendment upon completion of the Zoning Code / Comprehensive Plan comparison.

Zoning Code / Comprehensive Plan comparison will continue at the April meeting.

Other Matters:

Next meeting April 23, 2015 at 5:00 pm.

Adjournment:

Motion by Goller, second by Henke to adjourn. Motion carried 5/0. Meeting adjourned at 6:00 PM