

RECORD OF PROCEEDINGS
Village of Peninsula
PLANNING COMMISSION

Held: February 26, 2018 Regular Planning Commission Meeting

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CALL TO ORDER: The Village of Peninsula Planning Commission was called to order by Karen Walters at 7:00 p.m.

ROLL CALL: The following Commission members were present: Greg Canda, Karen Walters, Chris Weigand and Mayor Douglas Mayer. Joe Mazur was absent.

OTHERS PRESENT: Solicitor Brad Bryan, Zoning Officer Kevin Kramer, Councilperson Dee Holody, Resident Greg Hanson, Ryan Slack from Signature Controls, and Joan Isaac from T2.

MINUTES: Karen Walters stated that there were two sets of Minutes to approve: January 22, 2018 and February 12, 2018. Mr. Mayer asked that for expediency, that the Commission talk about the January 22nd meeting minutes first so as not to go back and forth between both meeting minutes. Ms. Walters asked if there were any comments or amendments for the January 22nd meeting. As there were no amendments, questions or comments, a motion to approve the Minutes of the January 22, 2018 Meeting was made by Mayor Mayer and seconded by Ms. Walters. All members were in favor of approving to the January 22, 2018 Minutes; none were opposed. The January 22, 2018 Minutes were approved.

A motion to approve the Minutes for the February 12, 2018 meeting was made by Mr. Weigand and seconded by Ms. Walters. Mr. Canda requested that the reference to the “tourist district” in the second paragraph in the business section should instead read as “the Terry Lumber location.” Mr. Canda also suggested the last sentence of the third paragraph that describes that the MBR system as more preferable to CVNP should instead state that the MBR system is *expected* to be more preferable to the CVNP. A motion to amend the February 12, 2018 Minutes accordingly was made by Mr. Weigand and seconded by Ms. Walters. All were in favor of the motion; none were opposed. The motion to amend was adopted. On the motion to adopt the February 12, 2018 Minutes, all were in favor of approval; none were opposed. The February 12, 2018 Minutes were approved as amended.

Paid Street Parking

Ms. Walters introduced representatives from Signature Controls and T2 to give presentations on paid parking systems for parking on the Village streets in the downtown area. The recommended proposals were for either 30 double-meter heads or multi-space parking machines in four different areas that would cover approximately 56 total spaces. The options of taking cash and credit cards or just credit cards were discussed. In addition, the management software options, the ability of customers to use an app to pay for their parking, the rate to be charged for each parking space, warranties, the expected life of the equipment, and the cost of the product options were also discussed. A question and answer period was held during and after the presentations. It was decided that the Commission would discuss the options further and get back to the representatives regarding what the Village wanted to do.

With respect to the parking discussion, Mr. Hanson cautioned the Commission about the short life expectancy of circuit boards in these types of machines and encouraged the Commission to get as much information as possible about warranty, maintenance, and replacement costs of the equipment.

Updated Zoning Books

The Zoning Books were corrected during the meeting with respect to the Referendum votes on 11-2-2010. Issue 67 reversed the zoning change passed by Council to reduce the minimum lot size for residential parcels in the rural residential zoning district from 4 acres to 2 acres. Issue 68 reversed Council’s decision to reduce the minimum front yard requirement from 200 feet to 150 feet. The books were formerly updated based upon what was passed by Council in 2009, and the referendum votes were not taken into account. That issue has now been corrected.

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Greg Hanson Lot Split Request

Mr. Bryan and Mr. Kramer stated that Mr. Hanson filed an application to split and consolidate lots he owns off of 303. Mr. Bryan explained that the matter was not on the agenda for approval this evening since Mr. Hanson has not yet submitted official plat plans prepared by a licensed engineer for his proposal. Mr. Bryan stated he requested Mr. Hanson to come to the meeting this evening to familiarize the Planning Commission with what he was requesting and receive feedback before he spent the time and money to get the proposed Mylar prepared. During the review of the proposal, it was discovered that some of the lot acreages listed on Mr. Hanson's drawing might not be correct, which would result in a new lot that was less than 4 acres. It was determined by the Commission and Mr. Hanson that he would re-evaluate his plan before coming back to the Planning Commission for approval.

Council Liaison Report

Mr. Weigand reported that Council, like the Planning Commission, voted to recommend that Stantec design the proposed wastewater treatment plant as an MBR system.

Long Range Plan

Mayor Mayer announced the Commission would be meeting on March 5, 2018 at 7:00 p.m. to review the first 45 pages of the 2003 Long Range Plan.

Mr. Bryan announced that Statements of Qualifications were received from 3 consultants for the Long Range Plan Project. The Commission decided that all 3 candidates should be interviewed and each interview should last approximately one half hour, with the start times of the interviews being 45 minutes apart to give additional time or a short break, if needed. Mr. Bryan was asked to schedule the interviews for Thursday March 15, 2018 starting at 5:00 p.m., if possible. If any of the candidates could not make it on March 15, 2018, a back-up date of March 14, 2018 at 5:00 was selected. Mr. Bryan stated he would let the Commission members know the times and dates of the interviews as soon as they were scheduled.

Wastewater

Ms. Holody reported that the initial sewer bills will be sent out around March 15th. The first bill will be a quarterly bill for the months of April-June. The Village's first OWDA loan payment will be due by July of 2019 and will be in the amount of \$11,250. The size of the MBR building, whether it will be fully enclosed or not, the fencing type, and the design of the containment system are being discussed with Stantec. Ms. Holody announced that pursuant to a meeting with the County Health Department, the Department stated that due to the sewer system design work being in process, residents that need new septic systems won't be cited for violations unless they involve a discharge of raw sewage.

New Business

None.

Adjournment

A Motion to Adjourn was made by Mayor Mayer and seconded by Mr. Canda. All were in favor of the motion; none were opposed. The Meeting adjourned at 9:02 p.m.

Karen Walters, Chairperson

Date