



Village of Peninsula
Martin Kuboff
Administrative Assistant

MINUTES

REGULAR MEETING OF PLANNING COMMISSION

Monday January 22, 2018
7:00 p.m. Village Hall
1582 Main Street, Peninsula

CALL TO ORDER: The Meeting was called to order by Karen Walters at 7:15 p.m.

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

Councilpersons Mary Booth and Dee Holody were also present.

CONSIDERATION OF MINUTES: A motion to approve the Minutes of the November 28, 2017 Meeting was made by Mr. Mazur and seconded by Mayor Mayer. Joe Mazur, Karen Walters, and Mayor Mayer voted to approve the Minutes. Mr. Weigand and Mr. Canda abstained.

Long Range Plan Report

The Commission emphasized the need to get the Long Range Plan in place this year.

The idea of requesting Statements of Qualifications from municipal planners and zoning experts to hire someone to assist with finalizing the Long Range Plan and updating the zoning ordinances, if necessary, based upon the goals of the Long Range Plan was discussed. The Mayor felt hiring someone at this point was premature. He stated the Commission needs to review the data that has been gathered, update the information contained in the current Long Range Plan, and decide what it wants before bringing in someone from outside to assist. The Mayor also proposed including the Board of Zoning Appeals Members to assist with the process. Mr. Weigand pointed out that the BZA was part of the enforcement component of the Zoning Code and the Planning Commission and Council were the bodies that are charged with deciding what is contained in the Zoning Code.

It was determined that the Commission would take over the Project in place of the Long Range Plan Committee. Members of the Long Range Plan Committee, members of the BZA, and other members of the public are invited to participate. The Planning Commission decided to have regular meetings the first Monday of the month at 7:00 (the regular Long Range Plan Committee meeting date in 2017) to work on the Long Range Plan.

A motion to have standing meetings the first Monday of each month at 7:00 to work on the Long Range Plan was made by Mayor Mayer and seconded by Ms. Walters. All were in favor of the motion; none opposed. The motion was approved.

The Mayor asked whether a motion to have the Planning Commission take over supervision of the Long Range Plan in place of the Long Range Plan Committee was necessary. It was determined that such a motion should be made. The motion was made by Mr. Mazur and

seconded by Mr. Canda. All were in favor of the motion; none opposed. The motion was approved.

It was determined that the Commission will do as much work as possible before deciding to bring in a consultant. Mr. Bryan was asked to update the Notice of Request for Statements of Qualifications and send it out to get the process moving so that consultant candidates can be interviewed in March. Mr. Canda had a list of tasks and questions that need to be determined in connection with the Long Range Plan. He agreed to update the list based upon comments at this meeting and send it out to everyone.

A motion was made by Mr. Mazur and seconded by Ms. Walters to send out the Notice of Request for Statements of Qualifications. All were in favor of the motion; none opposed. The motion was adopted.

The first Planning Commission Long Range Plan Meeting will be held on Monday February 5, 2018 at 7:00 p.m. at Village Hall.

Architectural Board of Review.

Ms. Holody raised the issue of the Village instituting an Architectural Board of Review to help with ensuring the preservation of historic buildings in the Village.

Paid Street Parking

The Planning Commission has been discussing the opportunity to raise revenue from parking meters or a parking pay station for the past several years. Ms. Walters suggested that these funds could be directed to go toward the cost of the sewer project. The merits of coin meters v. meters that take credit cards and meters v. pay station(s) were discussed.

A motion was made by Mr. Mazur to have a sales consultant come to the next Meeting to make a presentation and answer questions regarding the options. That motion was seconded by Mayor Mayer. All were in favor of the motion; none opposed. The motion passed. It was determined that Ms. Holody would contact the rep and ask them to come to the February 26, 2018 Meeting, if possible.

Woodridge Intermediate School

The Mayor announced the sale of the school property will be announced at the School Board's February meeting along with the sale price. The property has been sold to CVCA, and Heritage Christian Academy will run the school. The school is scheduled to be operational in Peninsula next school year.

The Mayor stated the school has agreed to allow the community to continue to use the ball fields and use the building for meetings as they have been used in the past.

New Business

Mayor Mayer thanked Bob Karzmarski for his 30 years of service on the Board of Zoning Appeals. He decided to step down from the Board as of this year. A discussion was had on the need to appoint persons to the vacant positions.

Adjournment: Ms. Walters made a motion to adjourn that was seconded by Mr. Weigand. All were in favor of the motion, none opposed. The Meeting adjourned at 8:39 p.m.