

**RECORD OF PROCEEDINGS
VILLAGE OF PENINSULA PLANNING COMMISSION
AUGUST 27, 2018 REGULAR MEETING
7:00 P.M.**

Meeting Started: 7:10 p.m.

Meeting Ended: 9:41 p.m.

Attachments:

-Letter from citizens regarding Long Range Plan dated 8/27/18

-Attachment from Karen Walters regarding Priorities for Planning Commission

Roll Call

In attendance:

Mayor Douglas Mayer

Kevin Royer

Chris Weigand

Karen Walters

Greg Canda

Brad Bryan (Solicitor)

Consideration of Meeting Minutes – Discussion was had regarding the past minutes.

June 25 – Regular Meeting – Minutes will be revised and considered at future meeting.

July 23 – Regular Meeting – Minutes will be revised and considered at a future meeting.

August 6 – Long Range Plan Meeting – A motion to approve the Minutes for the August 6, 2018 Long Range Plan Meeting was made by Ms. Walters and seconded by Mr. Canda. Ms. Walters, Mr. Weigand, and Mr. Canda voted to approve the Minutes; Mayor Mayer and Mr. Royer abstained. The August 6, 2018 Long Range Plan Meeting Minutes were approved.

Citizens Participation

Amy Frank-Hensley – Ms. Frank-Hensley presented a letter accompanied with signatures of residents regarding citizen education in regard to the Long Range Plan. She asked that the Commission distinguish between consultant recommendations and Planning Commission decisions. Discussion was had between the Commission and citizens on ways to communicate with residents. The resident group would like to be involved in communications.

- The Planning Commission should make minutes and past documents available regarding the Long Range Plan
- Establish a way to contact and or email Planning Commission members
- Stressed the importance of Statement 7a (reference letter dated 7/27/18). Discussion was had regarding the concept of Planning issuing a “position paper” to accompany decisions

Mayor's Report

- Heritage School is open and operating and the building and property looks good. The School has offered to provide a satellite station, with a sign outside, for a Police officer to be voluntarily stationed at the School on a part-time basis.
- The Village is working on resolving the issue with meeting minutes and getting a resource to assist in the resolution of the issue
- Discussion was had regarding Halloween celebration(s) in the Village

Council Update

- Council is looking at an ordinance preventing engine braking on 303 and a school zone on 303
- Council is working on suspending the \$15/mo. sewer fee

Discussion & Prioritization of Future Focus Items for Planning Commission

Ms. Walters reviewed input from Commission members (each member was responsible for providing their top 3 focus items). Common topics included:

1. Parking & Traffic Flow
 2. Wastewater
 3. Zoning – Including the Long Range Plan
 4. Additional
 - a. Flooding in Multi-Use District
 - b. Infrastructure
- Do we address Long Range Plan (LRP) and Zoning issues during regular Commission meetings or just during the monthly LRP meetings? Discussion was had regarding Zoning and the Long-Range Plan.
 - The Commission discussed prioritizing Traffic Flow, conducted discussion on the topic, and worked on crafting a Project Statement regarding Traffic Flow
 - Parking
 - Safety
 - Comfort
 - Pedestrian Flow
 - Commission pondered - Should Mixed Use district be a priority?
 - Commission pondered - Should Historic zoning be a priority?
 - We could, and should ask Rita McMahon (consultant) which topic(s) should be prioritized at the September 4th meeting
 - Mixed Use, Historic Overlay, Traffic Flow

Old Business

Long Range Plan Discussion – Discussion was had earlier in the meeting, no further discussion


Discussion of Sunshine Law Training – Ms. Walters recommends Commission Members attend Sunshine Law Training

New Business

- Mr. Weigand has turned over documents created during the Long Range Plan to the Village
- Mr. Weigand confirmed the Library has copy of the LRP documents
- Mr. Weigand submitted a letter to Your Community News with Commission meeting dates and topics

Adjournment

A motion to adjourn was made and seconded. All were in favor of the motion; none were opposed. The meeting was adjourned at 9:41 p.m.


Chairperson Karen Walters
Date 9/24/2018