

DISCUSSION NOTES

LONG RANGE PLANNING COMMITTEE FEBRUARY 28, 2017

A quorum was not present so an official meeting was not held. Tina Thompson, Eric Prise, Steve Peterson, Pete Reichardt, Jeff Holthaus, Andrew Bremer of MSA, City Administrator Roger Gorius, Planning/Building Inspector Director Shane Rolff and Deputy City Clerk Diane Webster were present.

Future meetings update: Joint meeting with Planning Commission and Public hearing – March 30, 2017. Recommend approval of the plan to the City Council – April 10 and 11, 2017. Regular meeting – April 25, 2017.

Discussion of Downtown Master Plan Project – Andrew Bremer, MSA. There have been no significant changes to plan since the last meeting. John Tessman has seen the proposed plan for improvements to the Band Box exterior and is in favor of making some of those improvements in the future. Tina is requesting quotes for marketing services. The TIF could pay a percentage of the marketing budget.

The former Holy Smokes building renovation should be completed by August, 2017. There is possible state funding for partial staffing of the facility. Discussed whether information and brochures should be displayed by chamber member businesses. Aquatic center parking lot will be done as soon as weather permits.

Proposed street lighting could be purchased over a ten-year period during which time they would be covered under a service / maintenance plan. The City will look at the cost difference between that option and traditional purchase.

Discussion of Historic Preservation Ordinance: Andrew has made modifications to the proposed Historic Preservation ordinance to eliminate possible discrepancies with the city's zoning ordinance. The modified ordinance was reviewed. Added: Section 20.04. Section 20.06: Modified to include that a member of LRPC must be on the preservation committee. Powers and duties have been modified. Alterations or demolition of historic structures, sites or districts has been given its own section. Section 20.09 regarding criteria for review of new construction in historic districts has been modified to conform with our existing zoning ordinance. Regulation of demolition allows the commission six months to work with the owner for the purpose of finding a method in which to save the property from demolition. Some members feel that six months is too long to wait for a decision regarding demolitions of historic buildings. Section 20.10 regarding sale/rescission of historic structures has been modified to state that the commission and owner shall work together to find a buyer who is willing to abide by its historical designation. Some board members do not agree that the commission should be responsible for seeking appropriate buyers of historical properties. The main focus of the ordinance is to require any alterations, demolition be reviewed by Historical committee, LRPC and Planning Commission before making a recommendation to the City Council. Shane pointed out that the proposed ordinance stated that decisions are made by a 5/8 vote but planning commission requires a 2/3 vote. Shane also questioned whether we would charge fees to cover our cost for publications, etc.

Discussion of TIF Development Incentive Policy Manuals and Application Forms: Drafts of tax incremental financing program policy manuals regarding receiving public assistance with rehabilitation projects (smaller in scale) and assistance with redevelopment (bigger scale) projects were discussed. Andrew would like the LRPC to work on implementation of this program after the downtown master plan is in place.

Update on New Businesses. Steve Peterson, Monroe County Economic Development Director discussed the conference that was held at Three Bears. He is looking for a 30-40K square foot building for a possible incoming business. Roger Gorius reported that the City will make road improvements after construction of Mill Haven.