

LONG RANGE PLANNING COMMITTEE

April 20, 2017

MEETING NOTICE

A Long Range Planning Committee Meeting will be held on **Tuesday, April 25, 2017, at 5:15** in the Municipal Center Council Chambers 819 Superior Ave., Tomah, WI.

AGENDA

1. Call to Order – Roll Call
2. Review of February 28, 2017 Meeting Notes
3. Review and Approval of the March 30, 2017 Meeting Minutes
4. Nomination and Election of Officers (Chair and Vice Chair)
5. Update on New Business
6. Next Meeting Date – 05/23/2017
7. Adjourn

NOTICE: It is possible that a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact JoAnn Cram, City Clerk, 819 Superior Avenue, Tomah, WI 54660.

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.

City of Tomah Long Range Planning Committee Minutes

The City of Tomah Long Range Planning Committee met in regular session on Thursday, March 30, 2017 at 5:30 P.M. in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

- 1) Mayor Nellie Pater called the meeting to order at 5:30 p.m. Members present: Joanne Westpfahl, Steve Peterson, Nellie Pater, Chris King and Jeff Holthaus. Members absent: Tina Thompson, Eric Prise and Pete Reichardt. Quorum present.

Also in attendance: Andrew Bremer of MSA, City Administrator Roger Gorius, Planning/Building Inspector Shane Rolff, Alderpersons Wayne Kling, Lamont Kiefer and Mary Ann Komiskey; Bryan Meyer, Brian J. Rice, Tim Callahan, Gary Dechant, Samantha Keene and Diane Webster.

- 2) The Long Range Planning Committee held a joint meeting with the Planning Commission to hold a public hearing to discuss the draft Downtown Tomah Master Plan.

Public hearing opened at 5:40 P.M. Andrew Bremer was present to explain and review the Downtown Tomah Master Plan. The draft was created as a guide for public and private improvements in the downtown district.

Tina Thompson arrived at 5:55 p.m.

Public hearing closed at 6:10 P.M.

- 3) Motion by Thompson, seconded by Westpfahl, to recommend a resolution to adopt Downtown Tomah Master Plan as a component of the City's Comprehensive Plan. Motion passed with one negative vote (King). Motion carried.
- 4) Motion by Peterson, seconded by Holthaus, to recommend historic preservation ordinance. Motion passed without negative vote.
- 5) Motion by Holthaus, seconded by Peterson, to approve January 24, 2017 minutes. Motion passed without negative vote.
- 6) No new Long Range Planning business discussed.
- 7) Next Long Range Planning Committee meeting date – April 27, 2017
- 8) Motion by Peterson, seconded by Holthaus, to adjourn. Motion passed without negative vote. Meeting adjourned at 6:53 P.M.

Diane Webster, Deputy City Clerk