

August 18, 2020 (Village Board Meeting)

**ALLOUEZ VILLAGE BOARD MEETING (Virtual)
TUESDAY, AUGUST 18, 2020
6:30 P.M., ALLOUEZ VILLAGE HALL**

CALL TO ORDER / ROLL CALL

President Rafter called the meeting to order at 6:30 p.m.

Present: Genrich, Atwood, Green, Sampson, Dart, Harris, Rafter
Also Present: Lange, Clark, Gehin, Fuller,
Leslie Oberholzer, Mark Schumacher, Kirk Bishop

MODIFY / ADOPT AGENDA

Harris / Atwood moved to adopt the agenda as presented. Motion carried.

ANNOUNCEMENTS

Rafter and Clark

- Two new handicap accessible kayak launches have been installed, one on the East River and the other on the Fox River. Both were funded with grant monies.
- New Pickleball Courts are being used.

Fuller

- The Robinson Hill District has been approved and listed on the State Register of Historic Places. Will now be forwarded to the National Parks Service to review the nomination report.

Dart

- Facebook post on the sale of the Community Center was very well done.

PUBLIC COMMENT

- none

PUBLIC HEARING TO CONSIDER ADOPTION OF ORDINANCE 2020-05, REPEALING AND RECREATING CHAPTER 475, ZONING OF THE VILLAGE OF ALLOUEZ MUNICIPAL CODE

A public hearing was held to consider adoption of Ordinance 2020-05 repealing and recreating Chapter 475, Zoning of the Village of Allouez Municipal Code.

Kirk Bishop and Leslie Oberholzer, Duncan Associates presented a powerpoint and explained the recreated Zoning Code:

- o Project Objectives
- o Update Process
- o Overview of Draft
- o Discovery Phase
- o Districts & Map

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- Building Types
- Building Regulations
- Building Design Regulations
- Master Development Plan (MDP) Overlay
- Residential
- Other Proposed Changes
- Off-Street Parking
- Assessment and Direction Report

Mark Schumacher (member of the Economic Development Committee and served on the Steering Committee)

- Thanked those who had a part in this effort and for letting him be a part of it.
- Shared his perspective:
 - This was an enormous effort for something that was really outdated. It required a competent professional service to guide the process and they proved to be experienced experts. They researched and identified the characteristics that define Allouez and make us who we are. They sought to enhance and improve our existing strengths and provide sensible guidelines that anticipate healthy development in the future. The codes and the publication provide a clear template for building and planning standards which are sensible, flexible and sensitive to the existing landscape of Allouez. Aligns well with the goals of the comprehensive plan.

Hearing closed at 7:37 p.m.

ADOPTION OF ORDINANCE 2020-05, REPEALING AND RECREATING CHAPTER 475, ZONING OF THE VILLAGE OF ALLOUEZ MUNICIPAL CODE

Discussion:

- Maintain space for trees and greenscape to absorb storm water runoff, help with asphalt parking lots, etc. Ornamental trees should be planted rather than full size trees that die due to lack of space for water and roots. Parameter of parking lots can be used to provide growing spaces which usually give trees more rooting capacity.
- Allowable accessory building units and smaller dwellings. Size is governed by the building code for habitable space. There are no grounds for appeal. Should there be a threshold? A backyard cottage would need a conditional use permit to be allowed and the material would need to be consistent with the primary structure.
- PDD process has been eliminated but there are exceptions in the code to provide flexibility where needed or necessary.
- Make sure our parking areas aren't so small they push traffic onto roads to accommodate parking.

Genrich / Dart moved to adopt Ordinance 2020-05, repealing and recreating Chapter 475, Zoning of the Village of Allouez Municipal Code. Motion carried.

RESOLUTION REGARDING WEARING OF FACE COVERINGS IN ALLOUEZ (from 8/4/20)

Discussion:

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- A modified version of proposed resolution was provided and read:
 - o Remove repeated wording “these practices” in 6th Whereas paragraph.
 - o Check 60 day order date and change from September 30 to September 29 if necessary.

Sampson / Harris moved to approve version as read with removal of repeat wording and date if necessary. Motion carried.

RESOLUTION 2020-24, EXEMPTION TO EXISTING ROADWAY WIDTH FOR BEAUMONT STREET AND E KALB STREET

Gehin

- The Public Works Committee reviewed the proposed roadway widths for next year’s reconstruction project and recommended approving the existing width of 31’ from back of curb to back of curb for E Kalb Street and Beaumont Street.

Discussion:

- 33’ from back of curb to back of curb is required by code.
- There would be no change to these streets. No reason to widen them.
- Narrower widths would abate speeding on those streets, one of our largest complaints by residents and creates more runoff.

Green / Dart moved to adopt Resolution 2020-24, allowing an exemption to existing roadway width for Beaumont Street and E Kalb Street. Motion carried.

ST. MARY’S BLVD SANITARY SEWER LATERAL REPLACEMENT PROJECT BID RESULTS

Gehin recommended St. Mary’s Blvd Sanitary Sewer Lateral Replacement Project be awarded to low bidder, Scott Lamers Construction Inc in the amount of \$83,394 - slightly over estimate.

Green / Atwood moved to accept recommendation to award the St. Mary’s Blvd Sanitary Sewer Lateral Replacement Project to Scott Lamers Construction Inc in the amount of \$83,394. Motion carried.

RESOLUTION 2020-23, COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR)

Gehin

- Annually we are required to put together a report summarizing our maintenance and operational activities for our sanitary sewer collection system.
- DNR requires the village board pass a Resolution indicating we reviewed and approved it
- Provided an overview of the annual report of the sanitary sewer collection system, what we had done last year and our goals.
 - o Continue to replace aging sanitary sewer
 - o Replace high priority sewers
 - o Annual televising
 - o Annual sewer cleaning program
 - o Improve the sewer lateral ordinance
 - o New tv camera

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- Develop more extensive sewer tv program
- Identify and minimize I & I
- Continue to evaluate sewer bottlenecks

Harris / Atwood moved to adopt Resolution 2020-23, Compliance Maintenance Annual Report (CMAR). Motion carried.

SIDEWALK CLEARING POLICY

Discussion:

- Current practice.
- Is clearing of sidewalks the responsibility of the abutting property owners or the Village?
- Sidewalk classifications:
 - Problem walks (about the back of curb and the county plows frequency)
 - Round-a-bouts
 - School sidewalk routes
 - Safe Routes to School sidewalk (constructed under a Safe Routes to School program)
 - Village owned property
 - All other contiguous sidewalk
- Clearing challenges
- Public Works Committee provided two options for the Village Board to consider
 - Option 1 (\$30,000)
 - Less than 3" - Village clears village owned properties, roundabouts and problem area sidewalk. Abutting property owner required to clear all other sidewalk.
 - 3" or Greater - Village clears all contiguous sidewalk.
 - Option 2 (\$25,000)
 - Less than 6" - Village clears village owned properties, roundabouts and problem area sidewalk. Abutting property owner required to clear all other sidewalk.
 - 6" or Greater - Village clears all contiguous sidewalk.
- Purchase of utility vehicle to clear sidewalk is included in Equipment Replacement Plan
- If we are going to implement change, need to get the word out now. Do we hold a public hearing for public comment?
- Village Code needs to reflect Village Policy
- What is our goal?
 - Want to make sure the sidewalks on the highway (plowed frequently by the county) are clean and safe for residents
 - Want to be fair to the property owners along those problem sidewalks
- Sidewalks are public infrastructures, especially along Webster Avenue

Rafter / Green moved to change Village Policy to have the Village maintain problem area sidewalks (which currently include Riverside Dr, Webster Ave, Allouez Ave and Brookridge St).

Discussion:

- After sidewalk clearing by the Village, homeowner is responsible to keep sidewalk free of ice and snow. This would provide for the safety of pedestrians.
- Every sidewalk could be considered a school route in one way or another.
- Enforcement? Issue a warning then cite for not properly clearing the sidewalk.

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- Need to eliminate the policy and amend the code.

Rafter / Genrich moved to strike the policy, cover it under an ordinance and direct staff to draft for approval at the next village board meeting.

Discussion:

- Webster poses a challenge. We do what we can and then it's undone by the county clearing the street.
- Clear problem areas when there is snowfall greater than 0" and eliminate clearing of all other sidewalks. Or continue with current policy, clearing all village sidewalks at 3".
- Recommendation was to take care of problem area sidewalks and continue to clear village owned and roundabouts regardless of snowfall amount.
- Do we clear all other sidewalks at 6" or greater or eliminate clearing by the village? Recommendation was to draft an ordinance at 6"
- Request to bring back a map to identify each type of sidewalk and when cleared by the village.
- Sidewalks are public infrastructure for public use, not for the benefit of the home owner.
- School routes are cleared at 0" due to a condition of the State Municipal Agreement that either the community clears the walk or an ordinance needs to be in place to put the responsibility on the abutting property owner.

Harris / Rafter moved to postpone to next meeting. Motion carried.

ORDINANCE 2020-06, AMENDING SECTION 424-11, NO-PARKING ZONES

Gehin

- Add no parking zones on the south side of Claude Allouez Terrace and Garland Street
 - o Narrow roadways / parking near the intersection creates a safety concern

Genrich / Sampson moved to adopt Ordinance 2020-06 amending Section 424-11, No Parking Zones with a change to Garland Street description from 100' to 50'. Motion carried.

DOTY SRTS –METHOD FOR THE PUBLIC INFORMATIONAL MEETING

Gehin

- Doty Safe Route to School Project requires a public informational meeting be held to make residents aware of the project. Due to COVID, the DOT will allow a mailing to obtain public comment in place of an open meeting.

Discussion:

- Do we hold a traditional public informational meeting? Open house format? Or due to COVID do we send out a mailer?
- Is a Zoom meeting an option?
- Bringing people into a public setting isn't a responsible thing to do at this time.
- Post documents on our website and send residents impacted by the project a mailer to let them know what is going on. For future updates on the project, they can sign up for emails.
- Set up an exhibit for a day to allow those who want to come and view the project to do so.

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FUTURE AGENDA ITEMS

- none

ADJOURNMENT

Genrich / Dart moved to adjourn at 9:14 p.m. Motion carried.

Minutes submitted by Debbie Baenen, Clerk-Treasurer