

July 23, 2018 (Plan Commission Meeting)

**PLAN COMMISSION MEETING
MONDAY, JULY 23, 2018
6:00 PM, ALLOUEZ VILLAGE HALL**

CALL TO ORDER/ROLL CALL

Nohr called the meeting to order at 6:00 p.m.

Present: Nohr, Dart, Honold, Ropp
Excused: Kornowske, Kowalzek-Adrians, Nyberg
Absent: Wheeler
Also Present: Fuller, Lange

MODIFY/ADOPT AGENDA

Dart / Honold moved to adopt the agenda as presented. Motion carried.

MINUTES FROM MAY 21, 2018

Dart / Ropp moved to approve the minutes dated May 21, 2018 as presented. Motion carried.

MINUTES FROM JUNE 25, 2018

Dart / Ropp moved to approve the minutes dated June 25, 2018 as presented. Motion carried.

ANNOUNCEMENTS

- Pooches and Pints event will take place August 2nd, from 3-8p.m. at Green Isle Park
- Kwik Trip at 2203 S. Webster Avenue is now open.

PUBLIC APPEARANCES

Deborah Bria, 924 Derby Lane

- Concerned with the development of the vacant properties on the corner of S. Webster Avenue and Derby Lane.
 - Does not want more commercial
 - Would like WMCU (property owner) to collaborate on historic neighborhood
 - Would like to know when the properties were rezoned to commercial
 - Believes commercial development would create a traffic hazard, decrease home values, and increase the level of crime.

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Valarie Hutchison, 812 Derby Lane

- Would like to know how the Comprehensive Plan is written and updated.
- Does not think Lamar Signs should be allowed a digital billboard by St. Mike's Pub on Riverside Drive.
- Would like to know how Lamar Signs was approved to rebuild the billboard on Riverside Drive near Marine Street.

Jim O'Rourke, 2339 Oakwood Avenue

- Would like the Pump House to be on the agenda – he would like to use it as a tool shed and art gallery
- Replace the zoning code with something new – using the PDD (Planned Development District) to get around the zoning code.
- Comprehensive Plan should be updated every five years.
- Corridor Study is only half completed. Derby Lane is not included.
- Billboards are not allowed, just grandfathered in.

ACTION RE: RECOMMENDATION TO HIRE DUNCAN ASSOCIATES AND CODAMETRICS TO REWRITE THE ZONING CODE

Staff and members of the selection committee provided background on the selection process – number of proposals received, which firms were interviewed, and reasoning behind the decision. Reasoning and discussion included:

- Familiarity with the village:
 - The proposal from the recommended firm included details specific to the Village of Allouez – locations, projects, the Comprehensive Plan, and other development studies.
 - The firm is currently re-writing the City of De Pere zoning code, which will give them a better understanding of the greater Green Bay area.
- Provided references of past work, including work done in similarly sized communities as Allouez.
- Provided many examples of the illustration and graphic capabilities.
- Provided a clear public outreach component to the project.
- Appropriate timeline.
- Total cost of the project is reasonable.

Dart / Ropp moved to open the meeting for public comment. Motion carried.

Jim O'Rourke, 2339 Oakwood Avenue

- Believes Duncan to be an excellent choice for the project because it will provide good continuity between neighboring communities (the City of De Pere is also using the firm for their zoning rewrite project) and likes the use of graphics.

Ropp / Dart moved to return to regular order of business. Motion carried.

Honold / Dart moved to recommend the hiring of Duncan and Codametrics as the consultant team for the zoning code rewrite project. Motion carried.

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ACTION RE: ANNUAL SITE MEETING TOUR

Staff said that the Plan Commission and members of the public are invited every year on a site tour of past, current, and future projects. The purpose of the tour is to better visualize different features of a site and to have a better understanding of decisions moving forward.

The Plan Commission recommended visiting the following sites.

- CP Center (2801 S. Webster Avenue)
- Olde River Condominiums (3010 Riverside Drive)
- Braebourne Condominiums (2222 Riverside Drive)
- Webster Elementary School (2101 S. Webster Avenue)
- Buccaneers' Concession Building at P.H. Martin Webster Park (2111 Jourdain Lane)
- Webster Elementary Safe Routes to School Project (Brookridge Street/Woodrow Way)

The date of the site tour will be published when determined.

ACTION RE: NOTICING REQUIREMENTS FOR PROPOSED PROJECTS

Staff provided examples of how other municipalities notice development projects.

Discussion included:

- This topic has been brought forward in the past.
- The consultant for the zoning code project may have additional input.
- Other communities have more development than Allouez.
- Development in Allouez may be more impactful to the surrounding properties because development in the village is traditionally infill development.

Dart / Ropp moved to table further discussion and action until the next meeting (August 27, 2018), when more commission members are present. Motion carried.

REPORT/DISCUSSION RE: GREEN BAY CORRECTIONAL INSTITUTION UPDATE

Staff provided the following update:

- Signatures from the petition being circulated in support of decommissioning Green Bay Correctional Institution (GBCI) will be submitted to Governor Walker in August. The petition is open to all Brown County residents and will remain open after signatures are submitted.
- The village received a conceptual development plan for the GBCI property from a retired planner in the village. The conceptual plan will be used by St. Norbert College to determine the overall economic impact a development on the GBCI site could have on the Village of Allouez and the whole Brown County area.

REPORT/DISCUSSION RE: VILLAGE PROJECTS AND PROPERTIES UPDATE

Staff provided an update:

- Water Works building at 535 Greene Avenue – an offer to purchase is being finalized.

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- Olde River Condominiums at 3010 Riverside Drive
- Webster Elementary Safe Routes to School project.
- Buccaneer's concession and park building at P.H. Martin Webster Avenue Park (2111 Jourdain Lane).
- Webster Elementary and Doty Elementary building projects.
- Proposed mixed-use development at 3241 & 3245 Riverside Drive.

REPORT/DISCUSSION RE: STANDING COMMITTEES

Staff provided an update:

- Historic Preservation Committee – reviewing proposals for a consultant to do the nomination work for the proposed Robinson Hill Historic District.
- Parks, Recreation, and Forestry Committee – the two gateway signs on the southern end of the village (Riverside Drive and S. Webster Avenue) are up, as well as the entrance sign to Green Isle Park.
- Public Works Committee – milling and repaving of scheduled streets will begin later this summer. The village alternates between reconstruction and repaving projects on an every other year cycle.

NEXT MEETING DATE AND AGENDA ITEMS

Next meeting date: Monday, August 27, 2018, 6:00p.m.

Agenda items: Update on the zoning code project, informational Green Infrastructure presentation, update on the site tour

ADJOURNMENT

Dart / Ropp moved to adjourn at 7:05p.m. Motion carried.

Minutes submitted by Trevor Fuller, Planning and Zoning Administrator.