



MINUTES

1. CALL TO ORDER

Matt Heckenlaible called the meeting to order at 5:30 PM.

2. ROLL CALL

Present: Matt Heckenlaible, Rick Inman, Kay Koach, Kristin Lee, and Eric Pangburn.

Excused: Greg Buckley, and Adam Wachowski.

Also Present: Community Development Director Elizabeth Runge, Bonnie Shimulunas, Dean Jacobs, Jody Behringer, Mark Gordon and Recording Secretary Adam Taylor.

3. ACTION ITEMS

A. Review of Conditional Use Application for the operation of a drive through accessing 15th Street, at 1509 Washington St, submitted by David Church, applicant, and owner.

The Plan Commission discussed the flow of traffic in relation to the adjacent streets. The discussion included that the site plan presents the opportunity for review of the landscaping, and view of the development from Washington Street and other points of view.

A motion was made to recommend the Conditional Use Permit to the City Council.

Motion made by Pangburn, seconded by Lee.

Roll Call Vote:

Voting Yea: Heckenlaible, Inman, Lee, Pangburn

Voting Nay: Koach

Motion Carried

B. Review of updated Certified Survey Map of L.B. Clarke Middle School, 4608 Bellevue Pl, prepared by Kapur and Associates, Inc. on behalf of owner Two Rivers School District and City of Two Rivers.

The modified CSM identified the easements requested by the city for the transfer of the land to the school. A motion was made to recommend the Certified Survey Map to the City Council for consideration following a Public Hearing.

Motion made by Koach, seconded by Pangburn.

Roll Call Vote:

Voting Yea: Heckenlaible, Inman, Lee, Pangburn, Koach

Motion Carried

C. Review of Site and Architectural Plan for antique and personal storage with flea market sales, at lot located at the corner of 12th and Monroe Streets, submitted by Dean Jacobs, applicant and owner.

A committee member questioned the stockpile of dirt identified on the site plan. Staff opened the floor to discuss a temporary stockpile which will be used during construction. Any extra soil will be hauled off the site. A condition of approval of the site plan is that the applicant is to submit an updated site plan with changes identified in the staff memos of review.

A motion was made to approve the plan with the stated conditions along with receiving an updated site plan.

Motion made by Pangburn, seconded by Lee.

Roll Call Vote:

Voting Yea: Heckenlaible, Inman, Lee, Pangburn, Koach

Motion Carried

D. Review Draft Amendment regarding permitted roofing materials in Section 10-1-20 of the Zoning Code.

Discussion was had regarding solar panel roofing and adding "metal shingles" as permitted roofing materials.

This item was tabled as staff needs to continue work on this item.

E. Review temporary signs within the Sign Code Chapter 104, requested by Mark Gordon, Weichert Realtors' CornerStone.

The Plan Commission discussed the temporary signs permitted and discussed making changes to sign code chapter 10-4-13 (M) regarding Real Estate Signs.

City Staff was directed to draft an amendment for the October Plan Commission meeting.

F. Provide overview of Project Plan Amendment No. 1 Tax Increment District 14 for the Woodland Industrial Park and schedule the Public Hearing.

A motion was made to set the Public Hearing to the October 9, 2023, Plan Commission meeting.

Motion made by Pangburn, seconded by Koach.

Roll Call Vote:

Voting Yea: Heckenlaible, Inman, Lee, Pangburn, Koach

Motion Carried

4. ADJOURNMENT

Motion to adjourn at 6:40 PM.

Motion made by Pangburn, seconded by Lee.

Respectfully submitted, Adam Taylor, Recording Secretary