

**City of Two Rivers
Plan Commission**

**Monday, June 11, 2018
5:30 PM
City Hall Council Chambers**

Minutes

1. Call to Order

Chairman Buckley called the meeting to order at 5:40 PM.

2. Roll Call

Attendee Name	Title	Status	Arrived
Greg Buckley	Chairman	Present	
David England	Commissioner	Present	
Rick Inman	Commissioner	Excused	
Kay Koach	Commissioner	Present	
Connie Loden	Commissioner	Excused	
Jim McDonald	Commissioner	Present	
Jayne Rulseh	Commissioner	Excused	

Also Present: Aaron Breiterfoldt, Robert E. Lee & Associates; Christopher Hytry Derringer, Renee's Chocolates; Matt Pearson, WG&R; and Vicky Berg, Recording Secretary

3. Action Items

- A. Consider a request to establish Renee's Chocolates, a wholesale candy distribution business, at 1308 Washington Street, requested by Christopher Hytry Derrington (acting CEO)

A candy store is listed as a permitted use in the B-1 District which includes retail sales to walk-in customers. The proposed business will not include retail sales to walk-in customers until the business can support a "store-front".

Discussion included being cautious with only wholesale distribution in the downtown area to avoid compromising the character of retail businesses within the central business district.

The Commission noted this incubation period could be the "on-ramp" to a providing a retail "store-front" in the future.

There are similar uses in the B-1 which could be wholesale and retail and there was a former secondary meat processing operation in the City for years.

Mr. McDonald recused himself due to a conflict of interest, which resulted in no quorum. Therefore, no action may be taken by the Commission.

However, ordinance 10-1-10(c) allows for the Zoning Administrator to consult with the Plan Commission regarding an unclassified or unspecified use. The City Attorney confirmed the Plan Commission is not required to take action.

Therefore, and in accord with the ordinance, the Zoning Administrator consulted with the Plan Commission, and the Commission concurs this land use may be considered to be similar to other permitted land uses in the B-1 District.

This item shall be referred to the City Council for consideration at their Monday, June 18, 2018 regular meeting.

RESULT: NO VOTE

- B. Review Site, Architectural, Lighting and Landscaping Plans for a 24,000 square foot building addition and paved parking lot expansion at 4618 Woodland Drive, submitted by Robert E. Lee & Associates, Inc. (applicant) and Broadstone WGR Wisconsin, LLC (owner)

Motion to approve the plans with the following conditions:

1. The parcels shall be combined into one parcel.
2. Any requirements of the BIDC/CDA related to the Woodland Industrial Park Covenants.
3. Any requirement of the City Engineer related to storm water management.
4. Vacate the north/south drainage and utility easement from STH 310 to Commerce Drive.

Upon a roll call vote, motion carried.

RESULT: APPROVED [UNANIMOUS]
MOVER: Jim McDonald, Commissioner
SECONDER: Kay Koach, Commissioner
AYES: Buckley, England, Koach, McDonald
EXCUSED: Inman, Loden, Rulseh

- C. Consider a request to change the zoning for Lot 8, Block 4 and Lot 1, Block 5 in Sandy Bay Highland Subdivision No. 2 from R-1 Single Family Residence District to R-2 Single and Double Family Residence District, submitted by the City of Two Rivers (owner)

Chairman Buckley noted the change in zoning was referred by the Community Development Authority (CDA) and suggested by Coldwell Banker, the listing real estate agency.

Motion to recommend the change in zoning and forward to Council for public hearing.
Upon a roll call vote, motion carried.

RESULT: RECOMMENDED APPROVAL [UNANIMOUS] **Next: 6/18/2018 6:00 PM**
MOVER: David England, Commissioner
SECONDER: Jim McDonald, Commissioner
AYES: Buckley, England, Koach, McDonald
EXCUSED: Inman, Loden, Rulseh

- D. Review the proposed covenants for Sandy Bay Highlands Subdivision No. 2

Discussion included the following revisions:

1. Item 1 - include a definition for "dwelling" to include the attached garage.
2. Item 3c - Attached garage to be included when calculating the area (at least 25%) of the front of the dwelling which shall be brick or stone.
3. Item 5 - Revise language for two-family dwelling design to note attached garages may not be abutting, and allow only one driveway on each street.

Motion to recommend approval with the above noted revisions and forward to the Community Development Authority for action. Upon a voice vote, motion carried.

RESULT: RECOMMENDED APPROVAL [UNANIMOUS]

MOVER: Jim McDonald, Commissioner

SECONDER: David England, Commissioner

AYES: Buckley, England, Koach, McDonald

EXCUSED: Inman, Loden, Rulseh

- E. Review the proposed Project Plan Schedule and Boundaries of TID No. 12 to assist in the acquisition, demolition and redevelopment of the former Suettinger Hardware property and other properties in the central harbor area

Chairman Buckley provided a summary of the possible financing, expenditures and increment costs for redevelopment of properties within the boundaries of proposed TID No. 12.

Motion to approve the boundaries and schedule a public hearing regarding the creation of TID No. 12 for August 13, 2018. Upon a voice vote, motion carried.

RESULT: APPROVED [UNANIMOUS]

MOVER: David England, Commissioner

SECONDER: Kay Koach, Commissioner

AYES: Buckley, England, Koach, McDonald

EXCUSED: Inman, Loden, Rulseh

4. Adjournment

- A. At 7:10 PM, motion to adjourn.

RESULT: APPROVED VOICE VOTE [UNANIMOUS]

MOVER: David England, Commissioner

SECONDER: Jim McDonald, Commissioner

AYES: Buckley, England, Koach, McDonald

EXCUSED: Inman, Loden, Rulseh

Vicky Berg, Recording Secretary