

**City of Two Rivers  
Plan Commission**

**Monday, December 10, 2018  
5:30 PM  
City Hall Council Chambers**

**Minutes**

**1. Call to Order**

Chairman Buckley called the meeting to order at 5:31 PM.

**2. Roll Call**

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

Also Present: Chuck, Heidi and Larry Gauthier; Jim Moran, Hamilton Wood Type Museum; Scott Schneider, Fire Chief; Steven Denzien, Appointed-Fire Chief (effective 01/04/19) and Vicky Berg, Recording Secretary. Todd and Susan Ross attended remotely during Item 3B.

**3. Action Items**

**A. Review non-compliance with condition of approved Site Plan related to construction of the southeast parking lot at the Hamilton Wood Type Museum, 1816 - 10th Street**

Ms. Berg explained the landscaping along Madison and 10th Streets is not required by ordinance and may be eliminated. The parking lot is striped and curb stops have been installed. The parking lot contains 13 parking stalls, 2 less than the 15 shown on the approved plan. However, the museum has a current agreement with Schwarz Manufacturing to use a portion of their parking area for museum parking.

Motion to eliminate the landscaping along Madison and 10th Streets, approve the "as-built" southeast parking lot and provide ongoing compliance with the parking ordinance by maintaining the parking agreement with Schwarz Manufacturing. Upon a roll call vote, motion carried.

**RESULT:** APPROVED WITH ROLL CALL [UNANIMOUS]  
**MOVER:** Kay Koach, Commissioner  
**SECONDER:** Connie Loden, Commissioner  
**AYES:** Buckley, England, Koach, Loden  
**EXCUSED:** Inman, McDonald, Rulseh

- B. Consider ordinance to amend Section 10-1-25, "B-1 Business District", Subsection (b)(1), "Principal Permitted Uses", to allow former church buildings to be repurposed a mixed-use buildings, including residential on the ground floor, under certain conditions

Todd and Susan Ross joined the meeting remotely for this discussion.

It was noted the word "ground" should be added to paragraph (1)(b) to read "usable ground floor area".

The Ross's requested residential be allowed to occupy 60% of the usable ground floor area instead of the 50% stated in the draft ordinance. The Ross's have not determined how much residential they may need, but at this time, intend to use the entire ground floor of the former church wing as residential.

Motion to add the word "ground" to paragraph (1)(b) of the ordinance, change the percentage of residential use to 60% and forward to Council for public hearing. Upon a roll call vote, motion carried.

**RESULT:** RECOMMENDED APPROVAL [UNANIMOUS]      **Next: 12/17/2018 6:00 PM**  
**MOVER:** David England, Commissioner  
**SECONDER:** Kay Koach, Commissioner  
**AYES:** Buckley, England, Koach, Loden  
**EXCUSED:** Inman, McDonald, Rulseh

- C. Consider an ordinance to repeal and recreate a portion of Section 10-1-25, "B-1 Business District", Subsection (b)(1), "Principal Permitted Uses", to allow single and two-family dwellings converted for commercial purposes be returned to single and two-family dwellings

Discussion included how many properties would this include and location of said properties. The need to maintain the character of the downtown by maintaining ground floor commercial use along Washington Street. However, there are properties where this code amendment may be applicable.

Motion to table and direct staff to prepare a map identifying which properties this amendment would apply to for the January meeting. Upon a roll call vote, motion carried.

**RESULT:** TABLED [UNANIMOUS] **Next:** 1/14/2019 12:00 AM  
**MOVER:** Connie Loden, Commissioner  
**SECONDER:** David England, Commissioner  
**AYES:** Buckley, England, Koach, Loden  
**EXCUSED:** Inman, McDonald, Rulseh

- D. Review annual reports regarding the operation of "Scare USA", a haunted house, located at 1206 - 25th Street in accord with Conditional Use Permit 2015-03

Motion to postpone to the April 2019 meeting. Upon a roll call vote, motion carried.

**RESULT:** POSTPONED [UNANIMOUS]  
**MOVER:** Connie Loden, Commissioner  
**SECONDER:** Kay Koach, Commissioner  
**AYES:** Buckley, England, Koach, Loden  
**ABSENT:** Inman, McDonald, Rulseh

- E. Consider a request to change the zoning for Parcel 000-031-090-6, located in the 1700 Block of 21st Street, from R-3 Single and Double Family District to B-1 Business District, submitted by the City of Two Rivers (owner)

The parcel was purchased by the City with the intent to combine said parcel with the Fire Department parcel. Changing the zoning to B-1 Business District is necessary before the parcels may be combined.

Motion to recommend approval and forward to Council for public hearing. Upon a roll call vote, motion carried.

**RESULT:** RECOMMENDED APPROVAL [UNANIMOUS] **Next:** 12/17/2018 6:00 PM  
**MOVER:** Kay Koach, Commissioner  
**SECONDER:** David England, Commissioner  
**AYES:** Buckley, England, Koach, Loden  
**ABSENT:** Inman, McDonald, Rulseh

#### 4. Status Reports

- A. Washington Highlands Planned Unit Development (PUD) - Amend Site and Landscaping Plans

The Adams Street entry alterations are complete. Waiting for Condominium Association to determine if the gate may be eliminated at their December meeting. Aspects of revised plans will be based on said determination. Will also evaluate snow removal during the next few snow events to provide insight for plan revisions.

**RESULT:** NO VOTE

#### 5. Adjournment

Motion to adjourn at 6:39 PM. Upon a voice vote, motion carried.

## A. Motion to adjourn at 6:39 PM.

<b>RESULT:</b>	<b>APPROVED VOICE VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	David England, Commissioner
<b>SECONDER:</b>	Connie Loden, Commissioner
<b>AYES:</b>	Buckley, England, Koach, Loden
<b>ABSENT:</b>	Inman, McDonald, Rulseh

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Vicky Berg, Recording Secretary