

**CITY OF PLAINWELL  
MINUTES  
Planning Commission – Joint Meeting  
January, 17, 2018**

1. Call to Order at 7:00 p. m. by Chair Lubic
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Jay Lawson, Lori Steele, Diana Lubic, Rachel Colingsworth, Jim Higgs and Gary Sausaman,  
Excused: Chris Haas  
City Council Members – Roger Keeney, Mayor Brooks
4. Approval of Minutes – 12/16/17  
**Higgs motioned to approve minutes as received seconded by Lawson. Minutes approved on an all in favor voice vote.**
5. Chairperson’s Report: Lubic wanted to publicly thank Officer Aaron Chapman for his quick response to a 911 call at her residence. Officer Chapman offered comfort and compassion and she truly is thankful for our Public Safety Department.
6. New Business:  
**A. Electronic Sign permit for Aubree’s. Higgs motioned and recommended the sign be approved and move to Council Agenda, Sausaman seconded. All approved.**
7. Old Business:  
None
8. Reports and Communications:  
A. Accepted the 11/27/17 & 12/11/17 Council Minutes. **Minutes were accepted as presented.**
9. **Open Public Hearing for Auto Image Special Use Permit.**  
**A. Public Hearing** – Auto Image requesting a special use permit to obtain a Class B vehicle license to sell used cars. Mike Gherardi presented the reason for wanting this license was mainly to obtain insurance for his business that he is not eligible for without a Class B License. He also stated and Planning agreed that no more than 5 or 6 cars per year would be sold from his business.

**Public Comments:** Business Owner Andy Roach, Drew Telcome, voiced concern over the amount of traffic it may cause and the amount of cars allowed to be sold. He was concerned as well about how the City would keep track of the number of cars sold on Auto Image Property.

**The Public Hearing was closed with a motion by Lawson and seconded by Steele. With no further discussion a motion to allow Auto Image to sell no more than 5 cars per year on his property, and email Siegel when he has sold a vehicle, so the City has an accurate count, was made by Lawson and seconded by Steele. An all in favor vote to recommend this motion to Council was voted on and passed.**

10. **Open Joint Meeting with City Council**

Williams & Works, Max Dillivan, presented an exercise to combine the M-1 and M-2 zones. This is in connection with our Implementation Matrix, in the Master Plan to create flexible regulations for the Industrial Park and surrounding Manufacturing area.

Planning Commission and City Council went through the exercise and discussed each of the listed uses to determine if it should be a Permitted Use; a Special Land Use; or Not Permitted.

**Similar Use Provision** will be added to the Ordinance. This will allow the Zoning Administrator to classify a use based on standards or to forward that determination to the Board of Zoning Appeals to make final determination.

Dillivan will finalize the notes and present the new M-1 Zoning standards and the Similar Use Provision language to the Planning Commission in March.

11. Pubic Comments

Peter Dams resident on Miller Road just mentioned that he was good with the Public Hearing comments.

12. Staff Comments:

Siegel, Community Development Manager, reported out on the Implementation Matrix of the Master Plan, highlighting to Council and Planning Commission the City's progress in completing the desire goals and objectives of the Master Plan.

- Review of the Zoning Ordinance process and procedures
- Adopting new zoning requirements – Create flexible regulations for the Industrial Park
- River to River Trail Strategic Plan Committee – we have been working on this Master Plan with surrounding jurisdiction for the last 2 years.
- Convert the Paper Mill and site to mixed development including employment based land uses. Sweetwater's
- Conduct an annual review of the Master Plan to determine progress
- Work with business owners to cross promotes business and attractions in the community.
  - ✓ City business directory; businesses are collaborating on marketing and events; Golden Tickets funded by Midway Chevrolet
- Projects underway or completed
  - ✓ Harding's Redevelopment Site – now Ace Hardware
  - ✓ Dog Park – Met our grant goal raised a total of \$43,000- Fence Bids went out yesterday, 1/16/18.
  - ✓ Restroom in Sherwood Park, DNR Rec grant – underway
  - ✓ Pickle Ball Court in Thurl Cook Park – underway

Wilson, City Manager, reported that the EPA announces Plainwell Paper site is included on the initial list of National Priorities List (NPL) sites with the greatest expected redevelopment and commercial potential.

13. Commissioner Comments:

Mayor Brooks, thanked Max Dillivan for the work and guiding them through the exercise. He also welcomed Rachel Colingsworth to the Planning Commission. Lubic, wanted again to thank her neighbors for their support, it speaks highly of Plainwell when people are so willing to help their neighbor.

14. Adjournment:

The meeting was adjourned at 8:48 p.m.

Minutes submitted by Denise Siegel, Community Development Manager