Plan Commission Meeting Minutes
Monday, August 9, 2021 at 6:00 pm
Virtual Meeting

Members Present: Mayor Tim Swadley, Chair; Todd Barman; Phil Caravello; Al Farrow; Tom Majewski; Tom Robinson; and Brett Schumacher
Members Absent: None
Staff: Michael Stacey, Zoning Administrator
Press: None
Guests: David Baehr; Rob Beyer; Jessica Vaughn; Emily Bahr; Brent Ellifson; Kristen Zoerner; Colette Spranger; Tanya Berg.

1. **Call to order.** Mayor Swadley called the meeting to order at 6:00 pm.

2. **Consider approval of the Plan Commission meeting minutes of July 12, 2021.**
   Motion by **Robinson** to approve the minutes as presented, 2nd by **Schumacher**. Motion carried unanimously.

3. **Council Representative Report.** Caravello stated the Common Council approved R15, 16 and 105-109.

4. **Staff Report - Status of Current Developments.** Mayor Swadley introduced the status of current developments as outlined in the packet. There were no questions.

5. **Request by David Baehr, Prairie Construction LLC for approval of a conditional use to allow a commercial indoor lodging use at 210 Water Street.**
   Mayor Swadley introduced the request.

   David Baehr explained the intent of the request.

   Farrow asked if there were any plans to upgrade the exterior. David Baehr stated he plans to upgrade the exterior lighting to LED and there will be new signage.

   Barman questioned if there are plans to change the windows. David Baehr stated there are no plans to change the windows.

   Barman asked how many units are planned. David Baehr stated just one on the main floor with the upper apartments remaining as month to month rentals.

   Mayor Swadley opened the public hearing.

   Rob Beyer asked if the main floor unit will be similar to a hostel. David Baehr explained the layout of the main floor concept which would not be like a hostel.

   Emily Bahr questioned how the indoor lodging would be managed. David Baehr stated each tenant would be given an introduction and access code and they have a devoted person

available 24-7 to address any concerns that may arise.

Emily Bahr questioned what the rate will be for the indoor lodging. David Baehr stated $250 on weeknights and $400 on weekends.
Barman stated the rate makes sense with the capacity at 8 occupants.

Rob Beyer asked if there is any surveillance planned. David Baehr stated there will be exterior cameras.

Mayor Swadley closed the public hearing.

Motion by **Robinson** to recommend the Common Council approve the conditional use as presented, 2nd by **Schumacher**. Motion carried unanimously.

6. Request by Jessica Vaughn, JSD Professional Services for review of a Concept Plan for Lot 27, Kettle Park West.
Mayor Swadley introduced the request.

Jessica Vaughn gave an overview of the concept plan.

Barman questioned the dog-leg entrance that Fire Chief Josh Ripp was concerned about. Jessica Vaughn stated they will look into refining the plan.

Majewski asked how a fire truck will be able to turn around onsite. Jessica Vaughn stated they will meet with the Fire Chief to discuss.

The applicant will be bringing back a site plan and plans to put in the foundation by this fall.

7. Request by Jessica Vaughn, JSD Professional Services for review of a Planned Development – Concept Plan for Lot 2 and 3, Kettle Park West.
Mayor Swadley introduced the request.

Jessica Vaughn gave an overview of the concept plan.

Majewski questioned where snow is planned to be stored. Jessica Vaughn stated there are 2 parking lot islands and an area near the wetland that could be used. Majewski would prefer the area near the wetland not be used for snow storage.

Barman thanked the JSD team for providing the massing diagrams. Barman would like to see a more direct access to the trail system from the building by possibly using colored crosswalks.

Majewski asked where the refuse containers are planned to be located. Brent Ellifson stated either in the underground parking area or just outside of that entrance.

Brent Ellifson stated they will be coming back with a General Development Plan but plan to build next spring. The units will be market rate for studio, 1 bedroom and 2 bedroom units.

8. Future agenda items. Discuss future in-person meetings.

9. Adjournment. Motion by **Majewski** to adjourn at 6:35 pm, seconded by **Robinson**. Motion carried unanimously.

Respectfully Submitted,

Michael P. Stacey