

PLAN COMMISSION  
MAY 16, 2018

The Village of Combined Locks Planning Commission meeting was called to order by Commission Chairman Al Leicht. Other commission members in attendance included: Tim Mulry, Jim Hamilton, Michael Korn, Karen Menting, Jeff Maynard, John Weyenberg, and Cathy Vander Zanden. Tracy Melzl and Dave Casper were absent.

Also in attendance were Village Administrator Racquel Shampo-Giese and resident Jack Pontow.

The first item on the agenda was to review and consider approval of the March meeting minutes. J. Hamilton made a motion to approve the minutes as presented. J. Maynard seconded the motion, and it passed unanimously.

The next item discussed was a request for support of an Eagle Scout Project. Jack Pontow proposed construction of six to eight Dog Waste Stations with placement of the stations at various trail locations in the Village. Each station would include a sign reminding pet owners to clean up after their pet, plastic bags and a garbage can. The cost of the bags is fairly minimal, and there's a possibility to partner with another entity to purchase them for a lower price. The consensus of Planning Commission opinion was to support this Eagle Scout Project.

The next item on the agenda was to review the composition of the Plan Commission and recommend changes in appointments, if appropriate. The Administrator explained that the current composition of 10 members exceeds the number of Plan Commission members prescribed by ordinance, and there is a desire to reduce the number of members to match the Village Ordinance. Ordinance Section 2-4-3(a) reads: Composition. The Plan Commission shall consist of a chairperson appointed by the Village President and confirmed by the Village Board, a Village Trustee appointed by the Village President and confirmed by the Village Board each year, and up to seven (7), but no less than five (5) citizens appointed for three (3) year terms. The citizens shall be appointed so that no more than three (3) citizens are appointed annually. The desire to reduce the Plan Commission members ties in to the need to increase the Zoning Board of Appeals members, and the Village President has asked if any Plan Commission member might be interested in changing appointments. The matter was discussed. None of the Plan Commission members were interested in changing appointments.

The next item on the agenda was to review Ordinance Section 6-4-7 regarding Planting of Trees and Shrubs and to recommend changes, if appropriate. The Administrator explained that this is an ordinance that is reviewed by the America in Bloom judges, and it is something the Plan Commission and Village Board should review regularly to ensure the species of trees and shrubs allowed are current and do not contain a species that has a current disease. The matter was discussed at length. A list of trees appropriate for this climate will be drafted and available for residents to reference. There is a wish to create an actual Tree Board, find resources on how to eradicate invasive species and make the resources available to the public. This will be worked on over the next few months.

The next item on the agenda was to review Ordinance Section 13-1-25 and 13-1-47 regarding Landscaped Buffers and Landscape Requirements in Business Park Zoning. The Administrator explained that updates to these ordinance sections need to be considered as the potential for commercial development gets closer. Specifically, the Village wants to ensure the Locks Business Park is developed correctly and when finished, is an accurate reflection of the original plan. The matter was discussed.

In other general business, the Commission members were provided with a proposed vision statement to be incorporated into the Comprehensive Plan updates, and the next meeting was scheduled for Wednesday, June 13<sup>th</sup> at 6:00pm.

T. Mulry made a motion to adjourn the meeting. J. Maynard seconded the motion, and it passed unanimously.