

PLAN COMMISSION
JUNE 12, 2019

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, Cathy Vander Zanden, Dave Casper, John Weyenberg, and Karen Menting. Jeff Maynard was absent.

Also in attendance were Village Administrator Racquel Shampo-Giese, Village Trustee Tim Stutzman and Joe Murray from Ehlers.

The first item on the agenda was to review and consider approval of the May meeting minutes. C. Vander Zanden made a motion to approve the minutes as presented. J. Weyenberg seconded the motion, and it passed unanimously.

The next item on the agenda was a public hearing regarding the proposed project plan, boundaries and creation of Tax Increment District #3. It was noted that the notice of the public hearing was published in the Times Villager on 05/29/19 and 06/05/19. Chairman Leicht opened the public hearing and asked Joe Murray of Ehlers to review the project plan. Mr. Murray reviewed the plan, boundaries and TID creation thoroughly. It is anticipated that the development will bring \$11 million in assessed value, will need the full 20 years to develop and pay for projects, will require some debt, and will possibly have a \$64,000 surplus at the end of its 20 years. The project plan includes reconstruction of DeBruin Road, installation of utilities and extension of Martineau Road to serve the properties in the Locks Business Park (TID #3). One vacant residential lot is included on Carefree Court in order for this development to be a mixed-use TID. Financing of the project possibly includes a loan from the State Trust Fund and general obligation bonds. It was noted that some of the project costs will be special assessed back to the property owners. D. Casper asked to strike the word "industrial" on page 6 of the Project Plan as there is no intent from the Village to include industrial businesses. J. Weyenberg asked why a residential property was included. In order for the TID to be considered a mixed-use TID, multiple zoning types must be included. He also asked if new TID legislation offered a one-year extension to help with the possibility of the recreational trail. Mr. Murray will check on this but was unaware of this type of extension. J. Weyenberg made a motion to close the public hearing. D. Casper seconded the motion, and it passed unanimously.

The next item on the agenda was to review and consider a recommendation to approve Resolution 2019-11; a resolution designating proposed boundaries and approving a project plan for tax increment #3 in the Village of Combined Locks, Wisconsin. D. Casper asked if there would be a significant risk to taxpayers if the Village incurs more debt for this project. The Village will only incur debt when the financing options are appropriate and/or the increment is sufficient to cover the debt payments. Regardless, there is not a "significant risk" to taxpayers, and a portion of the project will be paid via special assessment to property owners on DeBruin Road. D. Casper made a motion to approve Resolution 2019-11 with removal of the word "industrial" as discussed. J. Weyenberg seconded the motion, and it passed unanimously.

The next item on the agenda was to review and consider a recommendation to approve amendments to Ordinance Section 13-1-47 regarding Business Park District. Chairman Leicht reviewed the proposed changes with the Commission members. One item of concern was that there may not be proper language in place to ensure that the use of a structure within Business Park District zoning would be

appropriate should an existing building be sold or partially leased to another business. The option of creating a Business License Fee and application was discussed. This type of procedure outlined in the Business Park District zoning would require businesses to have approval from the Administrator, Village Board, and/or Plan Commission before opening the doors for business. The matter was discussed. T. Mulry made a motion to approve the proposed amendments to Ordinance Section 13-1-47 to include the business licensing and application verbiage in the code. C. Vander Zanden seconded the motion, and it passed unanimously.

The next item on the agenda was to review and recommend changes to the draft of an RFP for Park Planning (Van Zeeland and Lindberg). The RFP was reviewed. J. Weyenberg asked for better map boundaries to be included. D. Casper asked for a schedule of personnel involved with rates to also be included. The matter was discussed. The consensus of Commission opinion was that the RFP as presented and discussed will meet the goal of having a professional service help us plan the improvements to Lindberg and Van Zeeland Parks.

In other general business, T. Mulry presented an idea for an Eagle Scout Project, and the Administrator provided an update to the Centennial Celebration planning.

The next Plan Commission meeting was scheduled for 5:30pm on Wednesday, July 10, 2019 if a specific item needed attention before August.

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