

PLAN COMMISSION MEETING

May 20, 2020

Present: Hoch, Iverson, Splitt, Grant, Julian

Absent: Pollesch

Others: Building Inspector Leahy, City Administrator Rich, City Attorney Wurtz

Mayor Grant called the meeting to order at 7:00 p.m.

Approval of agenda

Iverson moved and Splitt seconded a motion to approve the agenda as presented. Motion carried 5-0.

Approve meeting minutes – March 18th

Splitt moved and Iverson seconded a motion to approve the March 18th, 2020 minutes as presented. Motion carried 5-0.

Action item

Public hearing – request for conditional use permit to allow a seasonal, part-time, retail greenhouse in a R-3 (multi-family) district located at 529 Fenton Street – Barbara Morrison

Grant opened the public hearing at 7:01 p.m. Barbara Morrison, 529 Fenton Street, was present to address the Commission. Morrison explained she would like to turn her existing 18' x 22' greenhouse into a retail business. Morrison runs a full-time business as well, so this business would be part-time. Morrison would raise vegetables, fall plantings, seasonal décor, and wreaths by appointment. She would carry both standard and unique items.

Iverson inquired how many people are expected at one time. Morrison explained the greenhouse is small, and she would expect no more than four persons plus herself. Benches will be provided outside of the greenhouse. Morrison stated she can't see having more than a couple people at the same time. There is ample parking on site. The limited hours won't interfere with garbage or recycling collection times. Splitt inquired if the Commission could set a limit on on-street parking, and Wurtz responded yes. Morrison explained she has no room on her lot to go bigger and that she has no intention to expand the greenhouse. Customer service, and spending time with individual customers, is most important. The Commission inquired about additional temporary shelters for shade in front of the pole shed. Morrison said she prefers not to, and she is not requesting the shelters at this time.

Hoch inquired if the conditional use permit runs with the property, and Wurtz responded yes. Leahy explained a residential business is permitted in the R-3 zoning district with a conditional use permit. One letter of opposition was received from Sylvia Anderson, 539 Fenton Street, and her main concern was traffic. No members of the public were present to address the Commission. Grant closed the public hearing at 7:14 p.m. Staff had no concerns. Hoch moved and Splitt seconded a motion to approve the conditional use permit for 529 Fenton Street with the following conditions: 1) Subject to review in one year; 2) On-street

parking is limited to one space permitted at a time; 3) No additional structures are permitted without review by the Commission. Motion carried 5-0.

Discussion items

Preliminary review – request for annexation (W13716 Skyline Rd.)

Rich explained the city received a notice from the State of Wisconsin Department of Administration that Kim and Ann Pahlas have requested annexation from the Town of Ripon to the City of Ripon. This is on the agenda for the Commission's preliminary review. No recommendation can be made until the city receives a response from the State. The State has 20 days to review the request, and the State will be making a recommendation as to whether they find the annexation to be in the public interest. The State's response would trigger putting the annexation on a future Plan Commission agenda for recommendation, and then the annexation request can go to the Council for approval. There were no concerns at this time from the Commission.

Comprehensive plan update

Ria Hull, Senior Project Planner with MSA Professional Services, joined the meeting via phone at approximately 7:20 p.m. Hull explained she would like to have a more in depth discussion of the survey responses from the Commission. Silver Creek and the Mill Pond were identified in the survey as an underutilized asset. The Mill Pond has Selfridge Park, and Horner/Akin Park is an opportunity for improving. The Haas Brewery Stable over Silver Creek was identified as an asset in the survey. Long term the Commission suggested the city should look at the entire corridor along Silver Creek, and all along W. Fond du Lac Street as well.

Hull noted that Ripon Main Street, Inc. was listed as a strength in regards to cultural resources available to residents and/or overall community character. Hull inquired how Ripon Main Street has helped downtown. Commission members gave examples such as recruiting local developers and businesses, offering façade grants, planting new trees, and beautification. Some perceive parking is an issue; there is ample parking, but people want to park right in front of stores.

Hull inquired about Ripon College. Commission members discussed the working relationship and shared programs. The City has hired many college students. The Ripon Area School District and Ripon College share the use and maintenance of Ingalls Field. Replacement of the turf is being planned. A Ripon College professor painted the mural downtown. Until recently the college's bookstore was located downtown. The president's office is located downtown. Students spruced up the vacant green space after the downtown fire. The Ripon Main Street board has three representatives from Ripon College. Commissioners agreed the relationship could be nurtured more.

Hull inquired about the Senior Center being listed as a weakness. Commission members explained the Senior Center is utilized, but it's too small. Location and parking are issues. Budget is an issue; the Senior Center needs more resources. The City has applied for grants to construct a new facility in Murray Park.

Hull inquired about the farmers market and community garden. The Commission explained the farmers market is run by Ripon Main Street. There are not enough participants. More vendors are needed, which would bring more customers. Variety is needed. Parking is limited. There is strong competition in Oshkosh, Fond du Lac, and the Princeton flea market.

Hull inquired about issues identified in the original 2009 comprehensive plan, such as housing stock and if the rehab programs are working or if more can be done. Commissioners explained old houses are not being kept up. The area along the highways need the most help; perhaps specific areas could be targeted instead of city-wide assistance. Lots are available, but it has been difficult to attract developers. Day care was discussed. There is one major day care facility in the city, and many in-home providers. The new hospital was discussed. The former hospital was converted into housing. The area around the new hospital was suggested to be targeted for business. The current land use map designates the area as mixed use. The consensus of the Commission was to change the future land use to commercial. The future land use of the small strip of residential homes along Highway 23 should be changed to commercial as well. Hull inquired about the quarry and whether the future land use for that area could be changed to recreational space. The Commission explained the quarry is still active and can't see the business ending in the next ten years. The Commission requested the future land use of the W. Fond du Lac corridor be changed to red, commercial, all the way to the downtown.

Project updates and staff reports

Rich reported the council held the required public hearing for the vacation of Akin Street on May 12th. The final resolution to discontinue and vacate Akin Street will be on the council's June 9th agenda.

Agenda items for future meetings

Contact Rich or Mayor Grant with other agenda items.

With no further business before the Commission, Iverson moved and Hoch seconded a motion to adjourn. Motion carried 5-0. Mayor Grant declared the meeting adjourned at 8:18 p.m.

Respectfully submitted,
Lori Rich, City Administrator