

# PLAN COMMISSION MEETING

## July 31, 2017

Present: Elliott, Hoch, Pepler, Pollesch, Will, Workowski

Absent: Whitrock

Others: Public Works Director Drake, Building Inspector Leahy, City Administrator Rich, City Attorney Wurtz

Mayor Will called the meeting to order at 7:10 p.m.

### Approval of agenda

Elliott moved and Hoch seconded a motion to approve the agenda as presented. Motion carried 6-0.

### Approve meeting minutes – June 21<sup>st</sup>

Elliott moved and Pollesch seconded a motion to approve the June 21<sup>st</sup>, 2017 minutes as presented. Motion carried 6-0.

### Action items

#### Public hearing – request for conditional use permit to allow a Bed & Breakfast in a R-1 (Residential) district located at 433 Murray Park Drive – Annette Klein

Mayor Will opened the public hearing at 7:12 p.m. No individuals from the general public were present to address the Commission. Annette Klein, owner of 433 Murray Park Drive, explained she would like to have a Bed and Breakfast in her home. Pepler inquired about parking. Klein stated only one bedroom would be available to rent, so there would only be one car at a time. Pepler inquired about the length of time that the conditional use permit would run. Wurtz explained the permit would run with the land, but the Commission can put conditions on the permit. Pepler inquired about an inspection by the Building Inspector. Klein stated that the State of Wisconsin has delegated inspections to the County level. Gloria Smedma from the Fond du Lac County Health Department is scheduled to inspect the home, including fire and carbon monoxide detectors. Mayor Will closed the public hearing at 7:15 p.m. Pollesch inquired if any upgrades to the kitchen were needed. Klein stated no, since she is only providing breakfast. A bleach solution is required for soaking the dishes. Elliott inquired if the neighbors have been notified. Rich stated yes, all neighbors within 200 feet of the address were sent letters, notifying them of the public hearing tonight. Pollesch moved and Hoch seconded a motion to approve the request from Annette Klein for a conditional use permit to allow a Bed and Breakfast in a R-1 (Residential) district located at 433 Murray Park Drive, with the condition that only one bedroom may be rented, subject to review in one year, and subject to inspection by the Building Inspector coordinated with the Fond du Lac County Health Department. Motion carried 6-0.

#### Site plan – Alliance Laundry Systems LLC (221 Shepard Street)

Leahy explained that Alliance Laundry is looking to install two 12' diameter by 35' high plastic material storage silos for additional capacity. Alliance considered installing one 60' high silo instead of two, but didn't have the setback required. Elliott moved and Pepler seconded a motion to

approve the site plan for Alliance Laundry Systems LLC at 221 Shepard Street as presented. Motion carried 6-0.

Site plan – Tom Gregor, Ripon Storage, LLC (Gateway Drive/Seelig Way)

Tom and Kirstin Gregor were present to address the Commission. Tom explained they are looking to construct a 44-unit warehouse building. Pepler inquired if there would be a dumpster. Gregor replied no. There would be no outside storage and no office. If a tenant left belongings outside, then he as owner would remove the belongings. Hoch pointed out that gravel is not permitted in the business park, so asphalt would be required. The covenants also require that the north face of the building must be 25% masonry. The south wall, facing Hwy 44, would be gray split-face concrete block. The doors would be white and there would be two shades of gray on the building and roof. Light gray LP siding will be used, a composite that looks like cedar, to improve the aesthetics of the building. Building Inspector suggested dormers to break up the roof line. Hoch suggested changing the pitch of the roof and adding a parapet wall. Building Inspector inquired about signage, and Gregor replied there would be no sign initially. The Commission directed the property owners to bring back a revised site plan that follows the covenants, including blacktop.

Public hearing regarding the proposed project plan, boundaries and creation of Tax Incremental District No. 15 (See the Public Hearing Notice which was published on July 13, 2017 and July 20, 2017).

Mayor Will opened the public hearing at 7:50 p.m. Schiel explained that the Joint Review Board met earlier this evening, and if the Plan Commission recommends approval of the project plan tonight then the plan will go to the City Council on August 14<sup>th</sup>. If the City Council approves the project plan then the plan goes back to the Joint Review Board for final consideration on Tuesday, August 29<sup>th</sup> at 4:00 p.m. Schiel explained this would be a new TIF district, number 15, Rehab district with a maximum 27 year life. The proposed project is a 60 room hotel with approximately 7,000 square feet of retail space. A development agreement is currently being negotiated. A developer incentive of \$1.8 million is included in the project plan. Also included is \$965,000 of potential projects within a half mile radius if revenue is available. This is not a commitment to do the projects; they still need to go to the Council for approval. Including the projects in the project plan eliminates the need to come back to the Joint Review Board, Plan Commission and City Council for amendments. The assessed value of the hotel project is conservatively estimated at \$4.6 million and is expected to be constructed over the next two years. The project is expected to create 29 jobs at \$8.50 to \$15 per hour, or \$17,000 to \$31,500 per year. The retail component is less than 35%. Schiel highlighted the maps showing the boundary and existing uses. The parcel list includes 11 parcels totaling 1.56 acres and having a base value of \$261,775 as of 2016, which meets the 12% valuation test. Schiel highlighted the map of proposed projects, list of estimated costs, and financing plan, which utilizes a State Trust Fund loan. The cash flow projection does not include any transfers to TID No. 11. Schiel highlighted the revenue projections and cash flow. No individuals from the general public wished to address the Commission. Mayor Will closed the public hearing at 8:10 p.m.

Public hearing regarding the proposed amendment of project plan for Tax Incremental District No. 15 (See the Public Hearing Notice which was published on July 13, 2017 and July 20, 2017).

Mayor Will opened the public hearing at 8:12 p.m. Schiel explained the purpose of the amendment is for TID No. 15 to be a donor to TID No. 11. Both are rehab districts. Schiel

reviewed the sharing projections and how this will mitigate the impact to the city. TID's No. 4, 5, 6 and 14 are sharing increment which has provided relief and helped buy time for the city. Sharing increment from TID No. 15 is another revenue sharing opportunity. Sharing would be for 10 years from 2027 to 2037. This allows the City maximum flexibility. TID No. 15 revenue sharing is not a commitment, and offers another safety net. No individuals from the general public wished to address the Commission. Mayor Will closed the public hearing at 8:22 p.m.

Consideration of "Resolution Designating Proposed Boundaries and Approving a Project Plan for Tax Incremental District No. 15, City of Ripon, Wisconsin".

Elliott moved and Pollesch seconded a motion to recommend approval of the resolution designating proposed boundaries and approving a project plan amendment for TIF District #15. Motion carried 5-0-1, Hoch abstained.

Consideration of "Resolution Approving a Project Plan Amendment for Tax Incremental District No. 15, City of Ripon, Wisconsin".

Elliott moved and Workowski seconded a motion to recommend approval of the resolution approving a project plan amendment for TIF District #15. Motion carried 5-0-1, Hoch abstained.

**Project updates and staff reports**

None

**Agenda items for future meetings**

None

With no further business before the Commission, Hoch moved and Will seconded a motion to adjourn. Motion carried 6-0. Mayor Will declared the meeting adjourned at 8:28 p.m.

Respectfully submitted,  
Lori Rich, City Administrator