

**City of Two Rivers  
Plan Commission**

**Monday, December 9, 2019  
5:30 PM  
City Hall Council Chambers**

**Minutes**

1. Call to Order

Chairman Buckley called the meeting to order at 5:30 PM.

2. Roll Call

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Greg Buckley	Chairman	Present	
David England	Commissioner	Present	
Rick Inman	Commissioner	Present	
Kay Koach	Commissioner	Present	
Connie Loden	Commissioner	Present	
Jim McDonald	Commissioner	Present	
Eric Pangburn	Commissioner	Absent	

Also Present: Susan Kemp, John Schwarz Jr, Travis Kronforst, City Planner Elizabeth Runge and Recording Secretary Vicky Berg.

3. Action Items

- A. Annual review related to the operation of "Scare USA", an indoor and outdoor recreational facility, located at 1206 - 25th Street in accord with Conditional Use Permit 2019-02

Motion to continue operation with next review date in December 2020.

<b>RESULT:</b>	<b>APPROVED WITH VOICE VOTE [UNANIMOUS]</b>
<b>MOVER:</b>	Connie Loden, Commissioner
<b>SECONDER:</b>	Jim McDonald, Commissioner
<b>AYES:</b>	Buckley, England, Inman, Koach, Loden, McDonald
<b>ABSENT:</b>	Pangburn

- B. Consider request for an Electronic Changing Message (ECM) sign for The Family Pantry, a gas station/convenience store, at 3337 Mishicot Road submitted by Patrick Mlinas, RLO Sign, Inc. (sign contractor)

Motion to approve the ECM sign a submitted.

**RESULT:** APPROVED WITH VOICE VOTE [UNANIMOUS]  
**MOVER:** Jim McDonald, Commissioner  
**SECONDER:** Connie Loden, Commissioner  
**AYES:** Buckley, England, Inman, Koach, Loden, McDonald  
**ABSENT:** Pangburn

- C. Review Certified Survey Map in the NW 1/4 o the NE1/4 of Section 2, Town 19 North, Range 24 East, located in the 2700 block of 18th Street, to accommodate the sale of a portion of City-owned property to Ironwood Plastics, Inc., submitted by the City of Two Rivers and Ironwood Plastics, (property owners)

Motion to approved the Certified Survey Map pending final approval by the City Council authorizing the sale of the property.

**RESULT:** APPROVED WITH ROLL CALL VOTE [UNANIMOUS]  
**MOVER:** David England, Commissioner  
**SECONDER:** Kay Koach, Commissioner  
**AYES:** Buckley, England, Inman, Koach, Loden, McDonald  
**ABSENT:** Pangburn

- D. Review revised draft ordinance related to the keeping of honey bees in the city

It was noted the proposed ordinance shall not be located in the Zoning Code, and therefore, would not require a public hearing prior to Council action.

Motion to recommend approval and forward to Council for consideration at their next regular meeting. Upon a roll call vote, motion carried.

**RESULT:** RECOMMENDED APPROVAL [UNANIMOUS]      **Next: 12/16/2019 6:00 PM**  
**MOVER:** David England, Commissioner  
**SECONDER:** Kay Koach, Commissioner  
**AYES:** Buckley, England, Inman, Koach, Loden, McDonald  
**ABSENT:** Pangburn

- E. Review draft ordinance to repeal and recreate the permitted and conditional land uses in the I-1 and I-2 Industrial Districts

Motion to recommend approval and forward to Council for public hearing. Upon a roll call vote, motion carried.

**RESULT:** RECOMMENDED APPROVAL [UNANIMOUS]      **Next: 12/16/2019 6:00 PM**  
**MOVER:** David England, Commissioner  
**SECONDER:** Connie Loden, Commissioner  
**AYES:** Buckley, England, Inman, Koach, Loden, McDonald  
**ABSENT:** Pangburn

- F. Review Draft No. 1 of the Proposed Project Plan for Amendment No. 2 to TID No. 8 to assist with additional public infrastructure investment and business redevelopment within one-half mile of the boundaries of TID No. 8

Ms. Runge provided a summary of the draft project plan for Amendment No. 2 for TID No. 8.

Ms. Kemp voiced concerns regarding the proposed Riverside expansion on nearby residences, specifically increases in parking, truck traffic, and visual impact. She also questioned if Riverside has requested a variance from the minimum street setback.

Mr. Buckley responded the Riverside expansion project was included in Amendment No. 1 for TID No. 8.

Plans for the Riverside expansion have not been submitted. Therefore, building footprint, parking, loading and landscaping is unknown at this time. Riverside shall submit site, architectural, lighting and landscaping plans for Plan Commission review.

Property owners within 200 feet of the Riverside property shall receive notice prior to the Plan Commission meeting regarding the plan review for the Riverside expansion project.

Ms. Runge added the City has received the application for variance. However, said application is incomplete and the City is waiting for additional documentation. Property owners shall received notice prior to the Board of Appeals meeting for said variance request.

**RESULT: NO VOTE**

- G. Review Draft No. 1 of the Proposed Project Plan and Boundaries of TID No. 13 to support redevelopment of private properties and improvements to public infrastructure in the northern downtown business district

Ms. Runge provided a summary of the draft proposed Project Plan and Boundaries for TID No. 13.

TID No. 13 is primarily driven by the Culver's project at the southwest corner of 22nd and Washington Streets. Possible private investment may include the former Unimart station and the bowling alley properties on Washington Street.

**RESULT: NO VOTE**

Connie Loden left the meeting at 6:40 PM,

- H. Continue comprehensive review of conditional uses in the Business and Residential Zoning Districts

Motion to table to the February 2020 meeting. Upon a voice vote, motion carried.

**RESULT:** TABLED [UNANIMOUS] **Next: 2/10/2020 5:30 PM**  
**MOVER:** David England, Commissioner  
**SECONDER:** Kay Koach, Commissioner  
**AYES:** Buckley, England, Inman, Koach, McDonald  
**ABSENT:** Pangburn  
**EXCUSED:** Loden

4. Adjournment

Motion to adjourn at 6:45 PM.

**RESULT:** APPROVED VOICE VOTE [UNANIMOUS]  
**MOVER:** Kay Koach, Commissioner  
**SECONDER:** David England, Commissioner  
**AYES:** Buckley, England, Inman, Koach, McDonald  
**ABSENT:** Pangburn  
**EXCUSED:** Loden

  
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Vicky Berg, Recording Secretary