

PLAN COMMISSION MEETING
FEBRUARY 4, 2016 - 4:00 P.M.

Members Present: Fred Horne, Jane Hansen, Ron Volkert, Kyle Hinrichs, and David Wilford.

Members Absent: MaryKay Rice and Sarah Skinner (ex-officio)

Others Present: Beth Thompson, Tanya Reigel, Dan Licht, Mike Darrow, Noah Wiedenfeld, Ray Rivard, Susan Lockwood and Karin Stuber.

Fred Horne called the meeting to order and roll call was taken.

Jane Hansen moved to adopt the agenda as presented, seconded by David Wilford and carried.

Jane Hansen moved to approve the minutes of the previous meeting on November 19, 2015, seconded by Kyle Hinrichs and carried.

Willow River Bluffs Development

Mike Darrow stated that the Plan Commission discussed this subdivision several months ago. The area is within the City limits, but is undeveloped at this time and is now owned by St. Croix County. Over \$900,000 of infrastructure is currently in that area. The area is guided by the Comprehensive Plan to be residential. The County was looking at creating a regional park in this area. Staff has drafted a memo and a resolution for the Plan Commission and Council to adopt and then send to the County Administrative Committee for consideration requesting to keep the majority of this area as residential.

Site Plan and Stormwater Review for WITC

Dan Licht explained that the site plan for WITC include removing the outdoor patio area and adding additional space. The Development Review Committee reviewed this site plan and worked with the developer on zoning requirements. Discussion followed. Jane Hansen moved to approve the site plan for expansion of WITC subject to the following conditions:

- 1) All grading, drainage and erosion control issues are subject to review and approval of the Public Works Director.
- 2) Any utility issues are subject to review and approval of the Public Works Director.

Motion was seconded by Kyle Hinrichs and carried.

Sign Ordinance Review

Noah Wiedenfeld explained that the current sign ordinance is over 20 years old and in need of updating. The City has budgeted \$5,000 for updating this ordinance to help make it more business friendly, preserve the attractiveness and character of the City, address new standards, improve the process and to make it easier to interpret and administer. Jane Hansen moved to proceed with the development of a new, comprehensive sign ordinance, seconded by David Wilford and carried.

Comprehensive Plan

Beth Thompson explained that the City last updated the Comprehensive Plan in 2005 and State Statute requires us to update this plan every ten years. The purpose of the Comprehensive Plan is to identify issues, opportunities, needs and organize public policy to address them in a manner that makes the best and most appropriate use of City resources. The City has budgeted money to hire a firm to update our Comprehensive Plan. Jane Hansen moved to recommend to the City Council to move forward with the Request for Proposals and a timeline for the 2016 Comprehensive Plan update, seconded by Kyle Hinrichs and carried.

Bike & Pedestrian Master Plan Update

Noah Wiedenfeld explained that a small focus group of key stakeholders has been meeting to update this plan. The current plan was last updated in 2003. This group will get feedback from the Plan Commission, Park Board and City Council. The purpose is to make New Richmond more friendly to families, children, elderly and handicapped people. Surveys were completed by nearly 100 people and the biggest complaints were regarding the lack of sidewalks, connectivity, traffic and the speed of traffic. No action is required by the Plan Commission at this time.

Communications & Miscellaneous

None

Ron Volkert moved to adjourn the meeting, seconded by David Wilford and carried.

Meeting adjourned at 5:40 p.m.

Tanya Reigel
City Clerk