

VILLAGE OF BONDUEL
PLAN COMMISSION/MUNICIPAL OPERATIONS MEETING
MONDAY, SEPTEMBER 16, 2019

Clerk Michelle Maroszek called the meeting to order at 6:00 p.m.

Maroszek read a statement regarding the posting of the meeting.

Present: Randy Wenstadt, Renell Bartlett, Barb Wickman, Todd Lorbiecki, Steve Peterson, Mark Welch, Robbie Woldt III and Troy Westcott.

Excused Absent: Russ Gehm, Tim Kelley

Maroszek ask the committees for a motion nominating a chairperson to run the Plan Commission/Municipal Operations meeting in Gehm's absence. Motion by Bartlett, second by Woldt, to nominate Trustee Wickman to facilitate the September 16, 2019 meeting in Chairperson Gehm's absent. Motion carried unanimously.

AGENDA: Motion by Welch, second by Peterson, to approve the agenda as presented. Motion carried unanimously.

MINUTES: Motion by Westcott, second by Peterson, to approve the minutes of August 14, 2019 Plan Commission meeting as presented. Motion carried unanimously.

F1. C-1 and C-2 Commercial districts. Ad Hoc committee recommended approval of updated C-1 and C-2 Commercial Districts to the Plan Commission with Ken Jaworski's final review of the section. Maroszek went through Ken Jaworski's changes with the committees. Committees were in agreement with noted changes from Jaworski. Motion by Bartlett, second by Westcott, to recommend to the Administrative Committee to repeal and recreate ordinance sec. 115 C-1 and C-2 Commercial Districts. Motion carried unanimously.

F2. Ordinance Sec. 115-19 Conditional Use Permits. Ad Hoc committee recommended approval of the updated Conditional Use Permits language to include ACT 67 with Ken Jaworski's final review of the section. Jaworski noted some confusion on who had final approval on the conditional use permits. The committees worked through the noted paragraphs to eliminate the confusion on who had final approval. Motion by Bartlett, second by Peterson, to recommend to the Administrative Committee to repeal and recreate ordinance sec. 115-19 Conditional Use Permits with noted changes. Motion carried unanimously.

F3. Ordinance Sec. 115-3 and 115.4 Fence Ordinance. Lorbiecki explained the in the current ordinance Sec. 115-14 (2)(c) Height and area exception, the language regarding residential fence restrictions is not clear. Lorbiecki is asking to change the language to the same as the language used in ordinance 103-13 (c)(1-3) Fences and Walls. Motion by Bartlett, second by Peterson, to recommend to the Administrative Committee to repeal and recreate ordinance sec. 115-4 to be the same as ordinance sec. 103.13. Motion carried unanimously.

F4. Zoning Administrator. Wickman shared that some municipalities have Zoning Administrators who handle the zoning in the municipality. A Zoning Administrator takes care of the land use permits and has more knowledge on zoning codes. The zoning portion of the Director of Municipalities' job, is a small percentage of his responsibilities, but when a need arises it takes up his time. Wickman would like to have the Plan Commission look into hiring a subcontractor to handle the zoning in the Village. Ideally, the land use permit fees would cover the subcontractor's costs, and the Village would not incur much cost, if any. Wickman would like to see a job description and Request for Proposal (RFP) created. Also, to check with other municipalities who currently have a Zoning Administrator on how the position is handled. Motion by Westcott, second by Peterson, to recommend that Clerk Maroszek check with the clerklist to obtain sample job descriptions, RFP and general information on Zoning Administrators in other municipalities. Motion carried. Lorbiecki abstained.

F5. 2020 Plan Commission Budget. Committee reviewed the budget worksheets presented. Recommendations were made and will be entered into the worksheets for the board meeting.

Next Meeting:

Maroszek reminded the Plan Commission that the committee will need to invite all the area businesses for annual meeting to comply with Village's Comprehensive Plan. Municipal Operations would like to be part of the meeting to discuss snow removal with the business in the downtown commercial district. The committee members were asked to come up with possible topics for the agenda and have all suggestions to Chairperson Gehm by October 11th.

Combined Plan Commission/Municipal Operations meeting on Monday, October 21, 2019, at 6:00 p.m.

Motion by Woldt, second by Wenstadt to adjourn. Motion carried unanimously. Meeting adjourned at 7:18 p.m.

Respectfully submitted,
Michelle Maroszek, Clerk