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City of Ashland, Wisconsin
601 Main Street West — Ashland, WI 54806 — www.coawi.org

PLAN COMMISSION MEETING MINUTES

October 15th, 2024 at 6:30PM at the City Hall Council Chamber and via Go To Meetings

The meeting can be joined in person or by using a computer, smartphone or tablet at

<https://meet.goto.com/775025133>

**The meeting can also be joined by phone at
1 866 899 4679 using Access Code: 775-025-133**

Present: Mayor Mackenzie, Ana Tochtermann, JoAnn Erickson, Laurie Gregor, David Eades, Steven Wiley (Planning and Development Director), Terri Erickson (Assistant Planner), Sarah Adams (Library Director)

Online: Joselia Mendiola (Engberg Anderson Architects)

Absent: John Beirl (Excused), Jeff Beirl (Excused)

AGENDA

1. Call to Order and Roll Call
Mayor Mackenzie called the meeting to order at 6:31 pm and a quorum was declared present.
2. Approval of the Agenda
Mackenzie asked for approval of the agenda. JoAnn Erickson moved to approve the agenda as proposed and Laurie Gregor seconded. The motion carried 5-0.
3. Consent Agenda
Mackenzie asked for approval of minutes from the July 23rd, 2024 Plan Commission. Eades moved to approve the consent agenda and Tochtermann seconded. The motion carried 5-0.
4. Identify potential conflicts of interest
None
5. Public Comment (non-agenda items)
Laura Kruse stood up to address an item of concern with the commission. She stated that she lives on Lake Shore Drive and is trying to put in a garage. She gave a picture to the commission to pass around. She noted that when she went out looking for garages, as a retired teacher on a reduced budget, to find something that would add value to her property and that she could feel good about. She went to Iron River and fell in love with this garage that is a two stall and perfect for her needs. It also fits a workbench from her dad that was hauled up from Tennessee. She didn't realize that there was a policy that metal wasn't okay for building purposes. She had put on a metal roof so assumed there wasn't an issue. She pulled together a packet that she brought to the planning office and she was told that it wasn't appropriate because it is metal. She thought she would have a garage by July she is still here trying to figure out why this perfectly acceptable garage that looks

nice and represents our community well and also does something for those of us who maybe don't have as much money as other folks. Some may know her as the self-proclaimed equity queen so also sees this as an equality issue. She understands the reasons why you wouldn't just want any kind of metal because it can look tacky, however, what she is proposing is a quality product that is not just sheet metal being thrown together that looks like crap. This is a high-quality structure that holds up to 90 MPH winds and would have a cement foundation that they would pour posts into. She wishes that planning commission would look at some of the newer products that are online today for those of us who want to.....she feels like her place looks like Sanford and Sun (for those old enough to remember that show) she's got her lawn mower, snow blower right out in front so she can make sure it stays with her on the property instead of somebody taking it and what she would really like to do is put those things in a garage. Some people have mentioned to her to just get a one stall garage. She has two vehicles. She noted she appreciates the time that we've heard her. Mayor Mackenzie thanked Ms. Kruse.

Alan from Iron River stood to speak next. Mayor Mackenzie informed him that he's not a resident but we will allow him to speak anyhow because we are going to be open about it. Alan noted that we are affecting his business. He doesn't know how we came to the conclusion that the steel siding is not legal in our community. He doesn't know what's wrong with it. He asked if we could help out a little with that. Mayor Mackenzie noted that this is his opportunity to talk to us about expressing his interest in having steel siding but it is not a debate on whether it is right or wrong. It's his chance to give us his point as to why it should be all right. Alan stated he doesn't have a point why it wouldn't be all right. It's new, it looks good. He has other pictures if we want to see them. He stated that we are literally the only town since he has been selling these for six years now that won't accept them. Hayward does. Every other small community does. He has one at his house in Cable. We are literally the only community that won't accept these and he does not know why. It's a brand-new garage and it looks good, they are affordable. He has had no problem what-so-ever in any community besides ours. He is not quite sure why we won't accept them but we are going to have to decide. Mayor Mackenzie asked if there was anything else? Alan replied: No, not really. Mayor Mackenzie asked if there was anyone else.

Marty Reykdall stood to speak. He stated that he also has corrugated tin on a building. Mayor Mackenzie asked Mr. Reykdal to state his name for the record. Mr. Reykdal stated his name and that he has a building a 1002 Willis Avenue. He put corrugated tin on it and the building inspector was up there numerous times and he never told him anything about not being able to use the tin and he tells him one thing and all of a sudden something else happens. And now he is in all kinds of trouble because he have corrugated tin on his building. There's some pictures and he would like to have permission to re-assess this corrugated tin issue. There are some exceptions to the rule and he would like to be an exception to this rule. Mayor MacKenzie thanked Mr. Reykdal and asked if there was anyone else.

Erin English stood up to speak. She noted that she is a resident and she thinks that Mr. Reykdal's steel siding is an accent to his building and it's not all corrugated. There's examples of it all over the nation. People use it as accents. Like the people over here (referring to Alan) They are clean, neat and cost effective. She can see why this lady's wallet makes a difference similar to Mr. Reykdal's where he thought he was going to get a big piece of covering for his building that would accent and make it a beautiful place because he would like to be able to rent it out to future people. We want to be a productive part of our community so she thinks the commissions should think about the code and how it reads. It does say in it there's exceptions. Kind of beating a dead horse

as far as moving up into the new society and what people like and dislike. The Commission should look at how people are scooping up these buildings up all over the place. This is just her opinion she thinks we should change the statute. Mayor Thanked Ms. English and asked if there was anyone else and noted we would start the discussion of the use of metal siding when we get down to that point. He noted that we are going to address it and there has been no commitment one way or the other.

6. Action Items:

a. Architectural Review of the Vaughn Public Library Renovations – Discussion/Action

Mayor Mackenzie reminded the commission that our role in this is not whether we agree with the interior floor plan but to assess the changes proposed to the outside of the building and the structural aspects of it, our ordinances and requirements for historic preservation. He noted that Terri Erickson will be the staff person giving the presentation and Mackenzie handed it over to her to give some background.

Erickson began by noting the architect/applicant as Engberg Anderson Architects out of Milwaukee and that they have been working with library staff and the design team on the renovation plans for several years, since 2019. Erickson reviewed the applicable state statute that requires this type of project to be reviewed by the plan commission. She also noted the project also underwent a plan review recently by the Historic Plan Commission, as required since the building is listed on the local register of historic places. The project also requires approval by the State Historic Preservation Office since the building is in the state designated West 2nd Street Historic District.

Erickson reviewed the location of the structure and zoning district, as well as the adjacent building uses adjacent to each side of the building. Then she reviewed the history of the building back to its construction in 1888 along with an early photograph. She noted it is considered a pivotal building in the West Second Street Historic District as one of the best-preserved examples of Romanesque Revival Style Architecture and for its association with Samuel S. Vaughn. She described the original building layout and access points with the library on the second and third floors and a wholesale and dry goods store located on the main level. She then showed a photograph of later renovations and described various alterations made to building, a primary change being that the library was relocated to the main level and the storefront window system being replaced with divided lite transom inserts. Then a photo after 1983 renovations was shown showing that windows were again replaced and the main entrance was moved to Vaughn Avenue with the Main Street entrance being used as an emergency exit.

Erickson moved on to present the architects drawings. Starting with the North Elevation, she noted that a new main entrance would be re-established off of main street with a storefront system that would more closely resemble the original look and that all of the second story windows would be replaced with more energy efficient glazing. The East elevation was reviewed and noted changes were the restoration of the old entrance at the arched opening and the replacement of windows on the 2nd level as well as the main level if the budget allows.

The architects floor plans were briefly reviewed. This included upgrades with circulation, security, and added flexibility. New finishes and upgraded HVAC and plumbing equipment would be incorporated including new restrooms on all levels. An new open staircase is being planned where one historically was located between the first and second levels. It was noted that a 3 plus million dollar grant from the WI Department of Admin was recently awarded to the project which will help

fund renovations for the third level. This will include additional meeting rooms, staff area and flex space.

Erickson summarized the project intent and key features. Staff has recommended approval of the architectural design of Vaughn Public Library and proposed with the following conditions

1. *The Applicant shall request review of the proposed work through the state Historic Preservation Office.*
2. *Work shall occur in compliance with the Department of the Interior's Standards.*
3. *All plan and building permit approvals shall be obtained prior to starting work.*

*Sarah Adams arrived during presentation.

Mayor Mackenzie reiterated that the commission's role in this is required under state statute 62.23 sub 5. to perform a plan review of "the location and architectural design of any public building". He noted that the library is not changing location just being rejuvenated. He asked for a motion to accept or approve the architectural plan as presented. Tochtermann moved to approve the motion and Eades seconded.

Discussion: Tochtermann asked if Ms. Adams has any concerns about the conditions for approval and the request to go through the state historic preservation office. Adams responded that she does not. She referred the question to Joselia Mendolia, the architect in attendance online, to make any comments and noted she would be the one contacting the State Historic Preservation. Mendolia responded that they do have the application submitted to the state historic preservation office which is currently under review and they should be hearing back by the end of the month. No serious concerns regarding the building. They are taking this opportunity to increase the energy efficiency with the windows. They are also addressing some minor drainage issues around the building. Eades asked if there was anything being done on the lower level (basement). Wiley responded that he did not believe so and this was confirmed by Adams. Eades asked about former plans to move the Vaughn Library to the Depot. He was told at some point that a condition of the building going to the city was that if the library moved locations that the building would revert back to the Vaughn family for ownership. He asked if this was still the case. Both Mayor Mackenzie and Wiley responded that they are not aware of this. Erickson noted from her research that there were other sites analyzed over the years for possible library relocation but it was determined at those times it made the most sense to stay at the current location. Eades understood this but was wondering if the condition still existed. Wiley noted that would have to be looked into. Mayor Mackenzie noted that it is our intention to keep using it as a library. JoAnn Erickson had a question regarding the new entry off of main street and how this would impact the parking capacity. She was concerned that people will now park for several hours on main street instead of Vaughn Ave and that it will affect available parking for main street businesses. In addition, she asked if having two doorways will create control or security issues? Adams responded that there will be a staff workroom right off the Vaughn Ave entrance which will be staffed. The circulation desk is located so that there are sightlines to both entrances on Main St. and Vaughn Ave. Mayor Mackenzie noted that he believed the parking is posted as a two-hour limit. JoAnn Erickson expressed that she feels people will park on main street if there is an entrance there and it will make the parking more congested which in turn could keep people from going into businesses close to the library if there are no open parking spaces directly in front. Mayor Mackenzie asked if ready to call the vote as voice only for approving and accepting the architectural design with the condition that the applicant follow through with the listed conditions as noted above. The motion carried 5-0.

- b. Public Informational Meeting-Review and Approval of a Condominium Plat for the 208 3rd Ave W Property. Applicant: Patrick McKuen

Mayor Mackenzie introduced the next item for review. Intent of Plat is to divide ownership of the properties into three condominium units and attached and detached garage space. Wiley presented this. He noted this building is the former opera house property and came before the commission as a conditional use permit and later a site plan approval. Now the work is substantially complete they are looking to divide up the property for separate ownerships. Patrick McKuen from Pine Ridge Surveying has been working with Scott Warren and Tom Trudeau who are the project developers. This was initially done and recorded as a CSM to combine the lots last year. Now this is condoing out the existing property. This is City Center zoned and we are doing preliminary and final plat review here. This is very similar to the Deepwater project from last year. Wiley described the parcel layout shown on a site plan. He then described the condo plat drawings and noted they are reviewed by staff, fire chief, wastewater/utility, public works and sometimes the Department of Administration, but not in this particular case (DOA). Wiley briefly described the floor plans. One unit spans the entire first level. The second and third units consume space on both the second and third levels. The final plat page is for signatures and state required information. Wiley then reviewed requirements for a preliminary plat review including what is required under the UDO and state law and consistency with the comprehensive plan. The building is served by public water and sewer. In regards to Future Land Use Plan development, this property is located in the Downtown Core and Commercial District which allows mixed-use residential development. There are no changes proposed to the development this is only to allow separate ownership of the units. Wiley noted that fire and police chiefs as well as water utility and waste water have all reviewed this with no issues. Wiley noted he was fine with doing both the prelim and final plat review together since he had a complete application with sufficient information provided. There is not a need in this case to have time to make revisions or additional staff input for a separate final plat review. With that Staff recommends preliminary and final plat approval of the condominium plat proposed for the 208 3rd Ave W property contingent on the following conditions:

1. *Approval is for the Condominium Plat for the property at 208 3rd Ave W (Lot 1 of CSM No. 788 recorded in the Ashland County Register of Deeds Office on Sept. 22, 2023, in Volume 5, pages 162-163 as Document No. 362998).*
2. *Applicant to meet any requirements of the water utility and any other utilities for metering.*
3. *Applicant to submit a copy of the recorded plat to city staff once it is recorded at the Ashland County register of Deeds.*

Approval was moved by Tochtermann and seconded by Eades. Mayor Mackenzie also noted that tonight's meeting also serves as the public informational meeting and advertised as such as a class one notice with discretionary letters sent out to neighbors as a courtesy. Tochtermann asked if there have been any issues or comments from neighbors. Mr. Wiley responded no comments on this condo plat but that there were a few issues early on that have been rectified. Mayor Mackenzie asked for a vote and noted approval of this will send it onto city council. JoAnn Erickson asked if there were issues with the building by the neighboring owners who would the complaint go to? Wiley responded that there would likely be a condominium association with a president or point of contact for the building that would receive any type of communication or correspondence initially. Mayor Mackenzie asked Trudeau or Warren (In audience) if they knew how they were planning to set this up. The response was they did have the intention to form an association with a president and bylaws. Mayor Mackenzie called to vote. Motion carried 5-0.

7. Discussion Items:

- a. Update regarding parking spaces for automobiles, boats, campers in rear yards on residential properties

Mayor Mackenzie initiated discussion on this item regarding whether or not we want people parking on the streets or in their yards. Wiley noted that he does not have any ordinance language drafted up yet but he does want to research ordinances for communities that are similar in size and scale. He noted staff does understand the desire to have people parking their vehicles, RV's, boat, etc. on their property instead of on the street. The biggest concern is making sure we are accounting for as many situations as possible such as impervious surface ratios and accounting for site run-off increases which would affect the storm sewer load. He stated that he does see that some areas of the city may be more accepting to having exceptions on graveled areas in lieu of a hard surface. A blanket allowance of gravel throughout the city does not seem appropriate even though the city does have many gravel alleyways. The intention is to someday pave these as able. Allowing additional gravel pads in rear yards would be more acceptable and less visible. Screening may also be a requirement to help conceal these areas. Wiley has not determined yet what he wants to propose but the plan commission is welcome to weigh in on it. Consider whether leniency on this rule could erode the condition of our neighborhoods. The need for flexibility is there but to what degree and where? Rural larger lots without storm infrastructure may more easily handle relaxed standards. Even though there are gravel areas in the center of the city the hope is to reduce these nonconformities over time. He would like to have more fleshed out on this soon. Mayor Mackenzie asked for thoughts from the commission. He noted that getting safety vehicles through streets is a driver for getting vehicles off the streets. Eades asked about the difference regarding runoff comparing gravel to concrete surfaces. Wiley responded that you have run-off in both cases but gravel is more likely to run into the storm sewer. One of the main concerns is aesthetics. Even though many alleys are gravel, do we want to contribute to more and more. It does make a difference if the gravel is well maintained. Tochterman expressed concern about the financial burden on residents to require concrete/pavement. She felt the more options we can offer people the better. In relation to the statement of "opening the floodgates", she questioned how many people would actually take advantage of a new allowance of allowing gravel pads. She's wondering if we have an idea of the demand for this and how many households would utilize this. Wiley responded he doesn't see it as every household but that we would want to be careful not to give the option of every household having the ability to do this. Some properties are already nonconforming and over the impervious surface limit. Many people pave some or all of their yard without getting a permit and we stumble upon it and have to proceed with code enforcement. Mayor Mackenzie stated that some of what may dictate this has to do with how wet or dry the summers are. People want to fill in ruts made by driving on their yards when the ground is soft. JoAnn Erickson asked if there is a certain kind of gravel that we suggest or prefer people use? Mayor Mackenzie noted that there are pervious pavers that are a type of block or brick that can be used that can be driven on by allow the grass to grow through would be desirable. JoAnn Erickson noted that this would not be a type of pea size gravel or limestone covering. Mr. Wiley noted that we have recommended permeable pavers for people who are over the limits of impermeable surface on their lot but they are also costlier than gravel. It is possible we could specify a certain type of gravel that residents are required to use. Often times public works will allow land owners a permit to use a platted undeveloped alley to access their property by way of a gravel access. We may be able to implement something similar, possibly incorporating screening as a requirement using hedges or fencing to help with the aesthetics. JoAnn Erickson noted it may be concerning to neighbors that have to live next to and look at gravel developed areas every day or being concerned about the neighbors gravel ending up in their yard. She also noted that driving around there are a lot of RV's and boats parked in the streets because we have an old neighborhood with small properties. Maybe people aren't buying things because they don't know where they will put them but we may be opening the floodgates for this if we allow this. Wiley agreed that there are several different pros and cons to consider when thinking about this. Gregor asked if we are talking about ordinance changes to make it easier to park their RV's/Boats in their rear yard or an ordinance to ban RV's/boats on the city streets? Wiley responded we are trying to incentivize homeowners to park on their

private property not so much about banning them from the streets. Mayor Mackenzie commented that we could put a ban on parking in the street but these vehicles will have to go somewhere so we'd like to encourage on private property instead. The cost of cement has gone up and it expensive to put in a slab but we don't allow gravel. Eades commented that we are trying to make things easier asked about the possibility of having a weight limit. Perhaps, if needs to be a slab if it is over a certain number of pounds. Consider a light smaller boat versus an RV that will sink in the yard. Mayor Mackenzie asked if we would allow gravel what about the size? Some want to gravel the whole yard so what so we do? Eades noted he doesn't look at gravel as being impervious and doesn't have a big issue with it being used. Water could be collected via retention ponds to keep it from going into to storm sewer. Wiley suggested that it may be looked at as a certain percentage or portion of a rear yard allowance. Mayor Mackenzie asked if he envisioned a permit process with a plan submittal? Eades replied yes. Erickson thought we could give some realistic suggestions on the kind of rock or stone that could be used. Mayor Mackenzie thought that if we allowed it we could include a list of standards that would be allowed.

b. Discussion regarding the current ordinance prohibition on the use of corrugated metal siding associated with pole barn construction

Mayor Mackenzie initiated discussion on this item regarding the use of corrugated metal. He noted that it is currently not allowed in the residential district but is allowed commercially. He asked to hear the commission's thoughts on the matter. Eades made the comment that it was required to be removed from the condo unit. Wiley responded that the ordinance does allow it in certain isolated areas. If you are looking at a future development zone property which is on the fringe of the community, bigger and more rural in character, we wouldn't have a problem with it. To say its not allowed period is false. It is in certain districts, just not all districts. Eades made a comment that this is where it becomes arbitrary and that the decisions made by the architectural review board are not consistent. How do we make this consistent? Wiley responded that court decisions do give the community a lot of leeway to make aesthetic decisions. There is case law that does this. You can still be consistent. If it's a future development zone parcel and somebody comes in and wants to do something and it meets guidelines we wouldn't treat anybody differently. There is a difference between the outskirts of the city and Chapple Historic District, for example. In our opinion we don't see it as arbitrary. If we are looking at more isolated areas then it is a judgement call but if we are looking at residential estates and future development zone it may be different. Eades commented that the system is set up to be arbitrary. He wants to understand why or why not. He's seen beautiful buildings with corrugated metal. Buildings denied in Bayfield were amazingly drawn up. Why don't we want corrugated metal in our residential areas. It's a subjective idea...he hates vinyl siding but we love it in our code. Wiley replied that it is an aesthetic thing. He seen different things in different communities. There's the school of thought that basically I should be able to do whatever I want and if you have any restrictions your completely anti everything. There's also the idea that we want a certain design theme for a community or district. He would guess that it is mainly an aesthetic driven ordinance. He rewrote an ordinance to allow standing seam roofing in Oshkosh. This was similar in that enough people came forward and asked the question why are we not allowing this? There are a number of different concerns to consider. Longevity – If they are done well and maintained they can last longer. It can be more long-term cost effective for the owner. Other considerations are gauge and reflectance values which affect glare. It is also a material that can rust. Maybe it is more suited to agricultural and industrial applications. Some people might not care if it is in their neighborhood and others may feel it is detrimental especially where you have older homes or historic materials such as lap siding or stucco. He's seen a lot of communities move away from allowing exposed fasteners and thinner gauge panels requiring a certain standard of quality. He feels it can be done well and the current ordinance is pretty blanket prohibitive so it's something to be looked at. Eades feels we should spec it out and allow it but of a certain quality. Wiley discussed the process used in Oshkosh to

make the ordinance change for allowing metal roofing and suggested we could follow a similar protocol. Eades felt that was as great way to approach it. He made a reference to unfinished masonry block that was meant to be stucco'd but left unfinished. Mr. Wiley responded that that's why ordinance need to be clear. Tochtermann agreed that language which defines the design specifications would be good. She also felt specifying which zones it does or doesn't work would be best. Could we say "by approval" so we know that it is done in the right way in the right spots? Wiley responded for sure. We run into cases where someone does something without checking and then we have knee-jerk changed to ordinance to fit what they are doing so we want to be careful. If we make ordinance amendments, it's important that we have people talk to us as we continue to try and improve our outreach and connect. We want people to reach out to us ahead of time so we aren't playing catch up on - often times they don't and then are left in a bad circumstance. The administrator shares this perspective. It is certainly worth revisiting this topic and many good points have been brought up. Eades noted we will need to deal with some issues on a case by case basis but some of these trends build up and become more normalized. Wiley agreed that once you have more people approaching us with the same request it is good to revisit the ordinance. Mayor Mackenzie asked if there are some neighborhoods we should keep it as a banned restriction, like the historic district? Eades commented that the historic district is already well defined. JoAnn Erickson noted it could also include housing or blocks adjacent to the district that might not improve the area. Mayor Mackenzie stated sometimes its easier to say it can be used except for in these locations. Wiley noted that this is similar to what he did in Oshkosh, noting that the standing seam roofing could not be permitted on historic properties unless they traditional had a standing seam metal roof and confirmed by prior photos or evidence. Eades suggested evaluating if a mixture of materials and using metal as a certain percentage of the exterior coverage may be an option. Mayor Mackenzie asked if it makes any difference if the material is distressed or rusted? Eades replied it depends on how well it was incorporated into the design so would not discount it. Mayor Mackenzie noted that this is one of the issues that comes up but that the newer materials may be less likely to rust depending on the thickness and coatings of it. The one thing we want to avoid is spot zoning; we cannot do this. Wiley noted it would need to be specific districts or something of that nature. Tochtermann suggested that other that the historic districts downtown should also be included. Wiley added this should apply to historic buildings and avoid covering up stuff and losing historic wall treatments and putting up steel siding. Tochtermann noted that it is important to have a balance of not doing something for one person. She asked are there more things around design guidelines that could address some of the issues that have come up, that also include other aspects of design in addition to metal siding? Wiley stated that in some ways our design standards are not entirely clear and kind of minimal relative to what he's seen in other places. Tochtermann reiterated that we have a very beautiful and interesting architecture that people come from all over so she thinks its our responsibility to make sure the future of development aligns with that strength. Wiley added that we have a good downtown and the we are also working on the Stuntz Avenue/Oredock area for long term development. He suggested maybe we heightened design standards there with an overlay. There's a lot of ordinance sections, both in property maintenance and in the UDO that would be good to look at. JoAnn Erickson thinks people are trying to improve their properties and it is important to encourage that. If there's things we can change in the ordinance that helps people to be able to do that, we want that. She questioned whether or not our discussion today is going to help her (Laura) because what is the realistic time change for an ordinance? Wiley replied that it can be a few month process depending on workload and how long it takes to research, etc. His stance is he'd really like to flesh it out and make sure it is something that is realistic but also something that's thought through rather than just rush it together and get it before plan commission and council and then we find out a month in we didn't account for this situation or that. Mayor Mackenzie noted it would go through a public hearing process. JoAnn Erickson wanted to emphasize we are saying yeah it is fine but we are not saying to (those in the room) yes, you can do it. Tochtermann asked what is the recourse for folks that are trying to understand the response. Mayor Mackenzie responded that the response is that you're going to have to wait because the

ordinance is such that you can't do it right now and we have to go through the hearing process of council to recommend the change and using the plan commission as the sounding board for what's reasonable. He inquired about if visible fasteners are a concern or not and would this make a difference? JoAnn Erickson replied that as long as it goes with the architecture of the house it would be okay. Is it something that will stay aesthetically nice? Will it rust and look junky? Mayor Mackenzie commented to each their own, until someone asked him he never gave it a thought. It's not something he would have picked up on but for some it's a concern. Sounds like it's not a huge concern here. Eades felt that it wasn't a big concern. He most concerned about improving. JoAnn Erickson added that the community has improved; she's been here thirty years and it's gotten nicer and we want that to continue. Mayor Mackenzie responded that he is hearing is that we would entertain a change or ordinance to allow this. We'll have staff look into what this could be. He's heard that there may be some districts we want to exclude. As we think about it, if there are other ideas about what districts etc., reach out to staff and let them know and they can come back with something to look at. JoAnn Erickson added that she agrees with how the light hits the metal makes a difference for the neighboring properties. Mayor Mackenzie concluded the discussion of this item.

8. Announcement/Reports/Comments/Questions

Mayor Mackenzie explained the resolution for conditions set for the emergency housing shelter which comes up periodically for what the requirements are. The biggest part of it is the landscaping which has not been completed. We will be sending a letter to the owner advising they need to complete this. Some of the other questions that have come out are regarding items that were dealt with in the resolution as far as reports and for background. The requirement is that the owner reports to the council once a quarter for the first two years and then once a year after that. This was signed back in 2021 so we are into the annual review period for reporting. JoAnn Erickson asked if they have been doing that? Mayor Mackenzie responded that they have and he felt we've invited them and they've met possibly more often when we've had concerns. This is not something that would come to the plan commission – it would go to council, but he did want to give some feedback on it. JoAnn Erickson asked if someone had concerns about it, they would go to the council? Mayor Mackenzie responded yes, that would be the easiest is talking to your council rep. or talking to the mayor as a next option.

Eades commented that he would like to see a report on building permits and things staff did in the office. It's nice to see the stuff that's actually happening that we or the public don't see. Wiley responded that the Mayor has been talking to him about this and that the staff will start working on putting together a monthly report for plan commission and council. It is pretty easy to generate a report for this with our software. Mayor Mackenzie added we should compile a list of building permits that were issued as well as property maintenance complaints. If we have that at this meeting then it is a part of the minutes and it would also go to council who would then see it that way as well. Wiley stated that we will provide that for the next meeting.

Adjournment

Mayor Mackenzie asked if there was anything else, thanked everyone for their time and called the meeting to close at 8:01 PM.

Recorded by:
Terri Erickson
Assistant Planner