

Minutes of Plan Commission Meeting August 18, 2015

Call to Order – Phil Wedekind called the meeting of the Commission to order at 5:15 PM.

Roll Call – Present were Phil Wedekind, Dennis Thurow, Roy Franzen, Pat Liston, and Jim O’Neill, Tom Kolb, and Kate Fitzwilliams.

Also in attendance were Engineer Pinion, Administrator Geick, and Richard Fritz, and Greg Wise.

Call to Order

- a. Note compliance with the Open Meeting Law. Wedekind noted compliance with the Open Meeting Law.
- b. Agenda Approval: It was moved by Kolb, seconded by Franzen to approve the agenda as posted. Motion carried unanimously.
- c. Minutes Approval: It was moved by O’Neill, seconded by Liston to approve the minutes of the July 21, 2015 meeting. Motion carried unanimously.

Public Invited to Speak (*Any citizen has the right to speak on any item of business that is on the agenda for Commission action if recognized by the presiding officer.*) – Lynn Brekke, 118 9th Street said that she lives directly across from 125 9th Street and the only thing she knows about the proposal is what was read in the minutes and there has been no interaction with the neighbors. She said that the units look bigger and stoves will be installed in each unit; however, she thinks throughout the course of all the perspective buyers others issues have been found within the property, such as radon, asbestos, and possibly a mold problem and she would like to know if these are being addressed. She asked if there would be a sprinkler system with the new stoves going in. She said that the neighbors would also like to know the plan for occupancy, and the timeline for the renovations.

Kathleen Thurow, 1104 Ash Street said that her big concern is that Mr. Fritz has plans, but has not bothered to talk to any neighbors, he is increasing the number of parking places possibly from eight to ten, which parking is a serious problem. She said that there are many children ages 10 and down and at one time or another they are seem to gather around the property and in the alley and she feels that it is not conducive to an apartment building and needs to be put back to an assisted living as it previously was. She said that she also understands that Fritz was approved the put in a boutique hotel which was approved by the City previously; however, two years down the line he said that he can’t do it because I can’t do the cash flow and she is wondering if the same thing will happen to this project. She said that he also own another commercial property that has been let to run down. She said that the neighbors just want something in the neighborhood that somebody can and will take care of, and alleviate the problem with traffic. She also feels that it is a big problem that he never talks to any of the neighbors or gave anyone an idea of what his plans were after he had been to the Plan Commission.

Richard Fritz said that he respective the comments given and has not spoken to the neighbors to this point because he thought that he had to go through this process first. He doesn’t think comparing putting a hotel in compared to a building that is already built and has been sitting for four year. He said that he has looked at the old hospital that has been sitting for years and said that that property is an eye sore. He said that that he knows that he can take care of his proposed property probably within 60 days once he takes over. He said that he has had contractors in there looking at walls, heating system, AC system, and roofing system, new windows, carpet, and painting. He said that once he takes over on September 15th, work will begin and it will be finished by December 1st. He said that there will be more parking; however, an alley is an alley, everyone uses them. He feels that this would be a perfect place for 55-years and older, and would be perfect in the neighborhood.

New Business

- a. Review and approve a two-lot Certified Survey Map for Patrick Milligan, for a 3.59-acre parcel of land located on the northeast corner of Mulberry Street and Grove Street, in the NW¼ of the SW¼, Section 1, T11N, R6E in the City of Baraboo, Sauk County, Wisconsin- Pinion said that Mr. Milligan owns a large parcel of land that is conducive to splitting the existing home and creating another lot. He said that the lot meets the minimum requirements and meets the standards contained in the land division regulations. It was moved by Kolb, seconded by Fitzwilliams to approve the CSM as presented. Liston said that he is not opposed to this necessarily, but he is concerned about all the cars parked on both sides of the street on Mulberry, it is very difficult to get a car through there. He asked if Milligan’s parking would be on Mulberry. Pinion stated that the parking would be on Grove Street. On roll call vote for the motion, Ayes – Thurow, Franzen, Liston, O’Neill, Kolb, Fitzwilliams, Wedekind Nay – 0, the motion carried unanimously.
- b. Request of Richard Fritz, managing member of 232 Water Street, LLC, to review a GDP&SIP in accordance with Steps 3 and 4 of the PUD Process to convert the existing commercial space on the first floor of the existing building at 232 Water Street in two residential dwelling units, (in addition to the existing four residential dwelling units on each of the 2nd and 3rd floors), located in a B-1 Central Business zoning district – Fritz said that this property is the old Ringling Hotel, which there are eight units upstairs on the second and third floor. He said the main floor was zoned commercial since the hair stylists have moved out and he has been unable to get anyone in the building. He felt that the best thing would be to put a couple of apartments in. He first thought that he would be able to put three apartments; however, putting three in would cause too many problems. He said that he would be adding showers, one bathroom, and two kitchens. He then presented the plans to the Commission. Parking was then discussed. It was moved by Liston, seconded by Franzen to approve the GDP&SIP in

accordance with Steps 3 and 4 of the PUD Process for 232 Water Street as presented. On roll call for the motion, Ayes – Franzen, Liston, O’Neill, Kolb, Fitzwilliams, Wedekind, and Thurow. Nay – 0, and the motion carried.

- c. Request by Richard Fritz, a prospective buyer, to review a GDP&SIP in accordance with Step 3 and 4 of the PUD process to convert the existing vacant building in an R-1A zoning district to a 9-unit, 55-year and older multi-family independent living complex at 125 9th Street, City of Baraboo, WI – Fritz stated that there are eight existing units in this building. He is proposing to change the walls inside so each unit has their own stove. He said that he will be removing some trees in the back to accommodate more parking. He will be correcting the drainage and cleaning up the basement, installing new windows, painting each unit and new carpeting, and drapes in each unit. He is looking to rent to 55-years and older. He is also planning to have space for each unit to have their own garden. He said that if something doesn’t happen with this property soon, it will look like the old hospital property. Liston asked if each unit had their own refrigerator. Fritz said that each will have their own refrigerator, AC units, and heating units. Kolb asked what the plan for the big kitchen. Fritz said that this kitchen would go with the apartment in the back and they will not be distributing any food. O’Neill questioned the radon and asbestos. Fritz said that there is asbestos; however, it is all wrapped and sealed, and the contractors that have been in there were not concerned about it. Brekke said that her concern is that she has watched the previous owners redo the roof twice and the former tenants have said that the mold issue is actually in the roof where the new addition is. Fritz said that that they have checked on some of that, but no one actually crawled all the way in. He said that it seems to be that is the talk; however, nobody has really seen it. He said that they will be checking the venting system on the side of the building. He said that he needs the City to install a curb along the back to keep the water coming in the basement. Fritz then presented the parking plan. Liston asked Pinion if there are existing standards for the presence of mold and asbestos that Fritz would have to comply with. Pinion said that there probably is; however, mold is something the City doesn’t delve into, that is something that the County Health Department takes care and that is really on a property to property basis. He said as far as asbestos they have to following the State Building Code and the requirements for the DNR. If they disturb it, they have to take care of it, and his understanding is if they don’t disturb it, it can stay. Kolb asked about a sprinkler system. Pinion said that they would have to follow the International Building Code requirements, which is the building code adopted by the State of Wisconsin for commercial buildings. He said that the last time it was looked at, it was his understanding that the building is not sufficient that it would require sprinkler systems; there is a fire alarm system in the building that functions. Fitzwilliams asked if there would be a family who would live on the property. Fritz said that he is going to look for someone to rent the back apartment and will not have a live-in property caretaker. Liston moved to approve the GDP & SIP in accordance with Step 3 and 4 of the PUD as presented conditioned on it be limited to 55-year and old, ten parking stalls, and each unit will have a stove, and refrigeration unit. Kolb seconded the motion. Thurow expressed his disappointment that Fritz never met with the neighbors. Liston agreed. Fritz apologized saying he thought that he had to meet here first. He said that he would be willing to set something up with the neighbors next week if not too late. Pinion said that the Commission encourages applicants to make those accommodations for the neighbors. Liston said if it isn’t done it will be a packed house for the public hearing at Council and Fritz wouldn’t like to hear what people had to say. Fritz suggested postponing the public hearing a week or so. Wedekind suggested that the ladies in attendance go to the other neighbors to find a date that works for everyone and then get back to Fritz. The Commission recommended postponing the public hearing until September 8th. Fritz verified he would be contacted by the neighborhood people with a date. Liston amended his motion to include that the public hearing for this proposal be held no sooner than September 8. Kolb seconded the amended motion. On roll call vote for the motion, Aye – Liston, O’Neill, Kolb, Wedekind, and Franzen. Nay – Fitzwilliams, Thurow. Motion carried 5-2.
- d. Review and recommendation of WNDR’s updated Flood Insurance Study and the resulting revisions to the City’s Floodplain Zoning Ordinance –Pinion said that this is a housekeeping item. As a result of the 2008 flood the DNR decided that they needed some additional flood storage areas designated in the County and they do everything on a County-wide basis, so they updated the Flood Insurance Study. Therefore, communities and townships that had flood storage areas have to amend their ordinance to include that new district. He said that this didn’t affect Baraboo, so the only thing that the City has to do is recognize that the new study has been done and reference that into our ordinance. It was moved by Kolb, seconded by Franzen to recommend the WNDR’s updated Flood Insurance Study and the resulting revisions to the City’s Floodplain Zoning Ordinance. On roll call vote for the motion, Ayes – O’Neill, Kolb, Fitzwilliams, Wedekind, Thurow, Franzen, Liston. Nay – 0, and the motion carried.
- e. Review and recommendation of GROW Baraboo – 2015 Community and Economic Development Plan Update, presented by Greg Wise, BEDC Chair – Greg Wise presented the Community and Economic Development Plan Update to the Commission. He said that the update is being done because the last one was approved in 2005. He said there were other influences, such as in 2006 the redevelopment the riverfront area plan was developed. In 2011 a Baraboo Retail Market Analysis was done for the City, which was very important for the City’s economic development efforts. It was done in the middle of a great recession and there have been some challenges with retail and commercial businesses, but it provides some opportunities to find a way out of that difficult time, and it is included in this plan. He went on to say that in 2014 they worked with Jenny Erickson of the Sauk County Extension and she led BEDC through a strategic planning process, where they investigated what they should be doing for the betterment of the community, how should they be growing the economy, how should they be assisting the community in its development future, and a lot of work was done by BEDC and a lot of work was done by the community. He said there were four public meetings, one at the hospital, one at the Chamber, one at the Library, and one at the schools. One thing done at these meetings was investigating the demographic and economic

conditions of the area. Wise said that the most important economic issue being faced today is workforce. It is not about people locating where there are jobs, it's about people locating where they want to live, and jobs follow, this is different than it was 30 years ago. He said that they had Musa Ayer from the college update the economic profile that was part of the 2005 plan. Musa is a member of BEDC, which is made up of a lot of different people, mostly business people, not all of them are residents of the City; they have a relaxed policy in terms of membership. He said that in their deliberations in 2014 and up to this point, they developed a plan which they think is broad and reflects the reality of the economy that we have today. They also think that it builds on the plans that have been put in place historically, in fact, they reference those as appendices because they don't think that they are done, but they do think that they need some refreshing. He said that during the exercise in 2014 BEDC came up with the following strategic elements: Understanding that we are part of a regional economy, not just confined by the City limits, understanding that it can't be done alone, but partnering with people, such as school system, campus, Reedsburg campus, Madison college, partner with industry; it is about a quality of place, seeing things more broadly than just business development, that community development is the foundation for which robust and sustainable business development occurs. He said that there are three pillars to this plan, business development, community development, and redevelopment; and they are all influenced by robust partnership and trusted collaboration. Wise then gave a detailed slide presentation explaining those three pillars. He said that there is more redevelopment that needs to be done. He said that the west end corridor is an area that they tend to engage, they are engaging the Village of West Baraboo, they will be presenting the plan to the Plan Commission and the Village Board and they will be asked to financially participate in the implementation of this plan, so one of the things that they will need help with is the Ritz corner intersection and that environment, in terms of the business development. He feels that they have to be more attentive to the appearances of some of the properties in town, there needs to be standards and they need to be enforced. He said this will go for weeds at intersections and dead trees on Hwy 12. He said two public input sessions were held yesterday and they received great input, a lot about parking. He asked Thurow his thoughts. Thurow said that the parking in the downtown area has been significantly improved in the last 15-20 years. He said that there are things that have been tried in the past that may have to be looked at again, one of those being renting a school bus that made a routine trip to Devil's Lake and into the City, this didn't pay for itself, but should be looked at. Another thing that people talked about was getting around the City, possibly some trolleys. Wise then explained the approval process of the plan. Wise said that BEDC is thinking that they would like to ask the Council for a half-time Economic Development Manager. He said that Mayor Palm has set aside some funds from a previous year for economic development that are one-time only, they will be exhausted, they would like to make them available to that Economic Development Manager and the staff. Liston asked if the City was decommitting from SCDC. Geick said that the Mayor has said publicly that he has challenged SCDC to really change what they are doing and how they are doing it and if they don't, he will recommend that we pull out; this is something that will be discussed at budget time. Wise said that West Baraboo has said where the City is going, they are going. Discussion then took place regarding the options for a part-time director. It was said that this plan needs to be started ASAP. Liston said that he doesn't want to make a recommendation on this until he hears what West Baraboo has to say. Wise said that was fine, he will be with the CDA and West Baraboo in September and to the Council next week Tuesday. Liston felt in order for this to be successful it absolutely demands that West Baraboo _____. Wise said that when he briefs them they won't take action, but that is when he will ask. Wise said he will contend as much as he wants them, if he can't have them, he feels that we need to move forward. Liston feels they are a critical part of the process. Kolb asked about the buy-ins from the townships. Wise said that they have members of BEDC that have their residences there and he of the conversations that he has had with the Mayor, the greatest frustration ever expressed is the borderline hostility in terms of the relationship with the Town and the lack of trust, it is challenging.

Adjournment - It was moved by Liston and seconded O'Neill to adjourn at 6:37 p.m. The motion carried unanimously.

Phil Wedekind,
Mayor Designee