

**PLANNING COMMISSION / ECONOMIC DEVELOPMENT COMMITTEE
AGENDA
VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE PLANNING COMMISSION / ECONOMIC DEVELOPMENT COMMITTEE
OF THE VILLAGE OF DEERFIELD TO BE HELD AT THE DEERFIELD VILLAGE HALL, 4 N. MAIN
STREET, DEERFIELD, WISCONSIN ON MONDAY, APRIL 15, 2019 AT 6:00 P.M.**

- I. CALL TO ORDER – NOTING OF ROLL BY CLERK**
- II. CONSENT AGENDA**
 - A. APPROVAL OF MINUTES FROM FEBRUARY 18, 2019**
- III. PUBLIC APPEARANCES**
 - A. PUBLIC COMMENTS**
 - B. ECONOMIC DEVELOPMENT/REDEVELOPMENT COORDINATOR UPDATE - KRISTIN FISH/MARISA MULTY**
- IV. UNFINISHED BUSINESS, REVIEW & ACTION THERE ON**
- V. NEW BUSINESS**
 - A. RESOLUTIONS**
 - B. REVIEW & ACTION**
 - 1. DISCUSS/CONSIDER AMENDMENT TO ZONING CODE – RESIDENTIAL USE ON GROUND FLOOR IN C-1 DISTRICT**
- VI. COMMUNICATIONS**
- VII. STAFF REPORTS**
 - A. NONE**
- VIII. ADJOURN**

Notice is hereby given that it is possible that a majority of the Village Board or other governmental body may be present at the above meeting of the PLANNING COMMISSION AND ECONOMIC DEVELOPMENT COMMITTEE to gather information about a subject over which they have ultimate decision making responsibility. If such a majority is present, it will constitute a meeting of the Village Board or other governmental body under Wisconsin's Open Meeting Laws and is hereby being noticed as such, although only the PLANNING COMMISSION AND ECONOMIC DEVELOPMENT COMMITTEE will take formal action at the above meeting.

If you require an interpreter, materials in alternate formats, or other accommodations to access this meeting, please contact the Village Clerk at 764-5404 at least 24 hours prior to the meeting.

Elizabeth McCredie, Clerk
Village of Deerfield

Posted 4/12/2019

**PLANNING COMMISSION / ECONOMIC DEVELOPMENT COMMITTEE
MINUTES
VILLAGE OF DEERFIELD**

**FOR A MEETING OF THE PLANNING COMMISSION / ECONOMIC DEVELOPMENT COMMITTEE
OF THE VILLAGE OF DEERFIELD HELD AT THE DEERFIELD VILLAGE HALL, 4 N. MAIN STREET,
DEERFIELD, WISCONSIN ON JANUARY 21, 2019 AT 6:00 P.M.**

CALL TO ORDER – NOTING OF ROLL BY CLERK

The meeting was called to order at 6:00 pm by Chair Tebon. Roll call: Evensen, Quamme, Riesop, C Frutiger, G Frutiger, Bastian and Tebon. Also present: Attorney Smith, Financial Advisor Greg Johnson and others listed on the sign-in sheet on file in the clerk's office.

CONSENT AGENDA

Motion by Evensen and seconded by Bastian to approve the January 21, 2019 agenda as posted although item number one (1) and two (2) under Review & Action will be acted on prior to the public appearances agenda items. All ayes, motion carried.

A. APPROVAL OF MINUTES FROM DECEMBER 17, 2018

Motion by Evensen and seconded by Quamme to approve the minutes from December 17, 2018 as amended. All ayes, motion carried.

PUBLIC APPEARANCES

A. MADREP PRESENTATION

Presentations were given by Paul Jadine/MadREP and Kristen Fish-Peterson/Redevelopment Resources explaining how they would provide Deerfield's economic development services. The Committee thanked both representative for their input and informed them that the Village Board will be discussing the hiring of an Economic Development consultant at their January 28, 2019 meeting.

B. PUBLIC COMMENTS

Stephanie Schwartz/Truckstar Collision updated the members on the status of Ehler's review of their TID #3 grant application and that she felt Ehlers should be considering the request with an overlay district in mind. Schwartz also stressed the need to get this project moving forward.

**UNFINISHED BUSINESS, REVIEW & ACTION THERE ON
NEW BUSINESS**

A. RESOLUTIONS

B. REVIEW & ACTION

1. DISCUSS/CONSIDER PROPERTY MAINTAINANCE – 6 LAKE STREET

Roy Aitchison came before the members to request that he be allowed to keep two (2) shipping containers currently located next to the building at 6 Lake Street. The containers are not attached to the building and there are no plans to do so plus the electrician cannot make an electrical connection to the containers so he is running extension cords for power. Aitchison also requested that he be allowed to store an addition 7 shipping containers on the property until June 2020 but with only 5 of the units will be on site the entire time and the remaining 2 will being brought in towards the end of the project. He will be fabricating the containers into a residential home which they will be moving to Lake Koshkonong once completed. The members informed Aitchison that a Conditional Use Permit (CUP) would be needed for this request and instructed Aitchison to work with the building inspector on its verbiage.

2. DISCUSS/CONSIDER FINAL CSM FOR 40-44 N MAIN STREET

At the November 19, 2018 Plan meeting the members conditionally approved a preliminary CSM but requested for 40-44 N Main Street and instructed that it be brought back with the addition of a parking and cross access agreement. The final CSM submission includes an attachment with the required notations of a parking and cross access agreement.

Motion by Evensen and seconded by Quamme to approve and recommend to the Village Board approval of the final CSM for 40-44 N. Main Street with the attached notation of a parking and cross access between the two (2) lots. All ayes, Riesop abstained, motion carried.

3. DISCUSS/CONSIDER TID #3 PROJECT PLAN, TID #3 GRANT POLICIES, AND TIF GRANT PROGRAM FOR TID #3: MANUAL OF POLICIES AND PROCEDURES AMENDMENTS

Greg Johnson/Ehlers explained the current status of TID #3 and how the undertaking of additional project costs could affect it. He also stated that the Joint Review Board (JRB) would need to be notified of any significant

changes made from the original project plan. Attorney Smith informed the committee that new criteria, in TID #3's Manual of Policies and Procedures, needs to be established specifically relating to the 65% rule which states that no more than 65% of the net present value of the tax increment generate by the proposed private development project is being provided by the TIF grant as this is what is being proposed.

Motion by Tebon and seconded by Evensen to approve and recommend to the Village Board amending TID #3's Manual of Policies and Procedures to remove section 4.3(b), pertaining to "Compliance with 65% Rule", and amend other sections as necessary to allow for the provision of cash grants consistent with the Project Plan, as amended. All ayes, motion carried.

4. DISCUSS/CONSIDER ESTABLISHMENT OF LOW INTEREST LOAN PROGRAM

This agenda was tabled.

5. DISCUSS/CONSIDER CREATION OF A MAIN STREET/PARK IMPROVEMENT SUB-COMMITTEE

Tebon stated that the creation of a sub-committee was needed to work on improvements for Main Street and Firemen's Park. Tebon suggested that the sub-committee consist of himself, Greg Frutiger, Jeff Quamme, John Doyle, Liz McCredie and Leah Fritsche.

Motion by Tebon and seconded by Evensen approve the creation of a Main Street/Park improvement sub-Committee consisting of Scott Tebon, Greg Frutiger, Jeff Quamme, John Doyle, Liz McCredie and Leah Fritsche. All ayes, motion carried.

COMMUNICATIONS

STAFF REPORTS

ADJOURN

Motion by Evensen and seconded by Bastian to adjourn at 7:43 pm. All ayes, motion carried.

/S/ Elizabeth McCredie
Village Administrator/Clerk/Treasurer

VILLAGE OF DEERFIELD ORDINANCE 2019 _____

AN ORDINANCE TO REPEAL AND RECREATE PARAGRAPH 113-197(C)(8) WITHIN THE VILLAGE CODE OF ORDINANCES PERTAINING TO RESIDENTIAL DWELLING USES IN C-1, COMMUNITY BUSINESS DISTRICT

The Village Board of the Village of Deerfield, Dane County, does ordain as follows:

1. **Sec. 113-197(c)(8)** of the Municipal Code of the Village of Deerfield is repealed and recreated to now read as follows:
 - (1) Residential dwelling units in a commercial or business building as follows:
 - a. Within this paragraph (8) “ground floor” means the building floor level with the abutting street, excluding alleyways.
 - b. Residential dwelling units located on a floor other than the ground floor if the following conditions are met:
 - i. The residential dwelling units meet commercial code for multi-family residential use;
 - ii. The residential dwelling units are not located in accessory structures; and
 - iii. At least 2 off-street parking stalls are available per residential dwelling unit.
 - c. Residential dwelling units located on the ground floor if the following conditions are met:
 - i. Conditions imposed by paragraph (8)b. above;
 - ii. Minimum commercial space on ground floor is 1400 square feet;
 - iii. Minimum dwelling space on the ground floor is 400 square feet;
 - iv. The area dedicated to ground floor residential use is no more than 30% of the finished commercial floor area;
 - v. No street frontage is dedicated to the residential dwelling units except that no more than five feet of building frontage may be used for ingress and egress to the building’s residential dwelling units; and
 - vi. There is no direct interior access, including a locked door, between any residential dwelling unit and a commercial space.
2. If any portion of this Ordinance or its application on any person or circumstances is held invalid, the validity of this Ordinance as a whole or any other provision herein or its application shall not be affected.
3. This Ordinance shall take effect immediately upon passage and publication or posting, as required by law.

DATED this ____ day of _____, 2019.

By: Gregory Frutiger, Village President

Attest: Elizabeth McCredie, Village Administrator
Clerk/Treasurer

Adopted: _____

Vote: Ayes: _____ Noes: _____

Published: _____