

**CITY OF IRON RIVER
REGULAR MEETING
PLANNING COMMISSION
Thursday, March 9, 2017
9 AM
Minutes**

Chairman Rick Commenator called the meeting to order at 9 a.m., in the Council Chambers of the Iron River City Hall. The Pledge of Allegiance was recited.

Roll Call: Pete Djupe, Jere Fritsche, Bob Byczek, Jr. and Commenator.

Absent: Ben Smith and Darren Mercier.

Also present: City Manager/Zoning Administrator David Thayer and City Clerk Rachel Andreski.

Public in attendance:

None.

PUBLIC COMMENT:

None.

APPROVE AGENDA

Fritsche moved, with support from Djupe, to approve the Agenda as written.

All in favor; Motion carried. Absent: Smith and Mercier.

APPROVE MINUTES

Djupe moved, Byczek supported, to approve the following minutes as written:

- February 9, 2017 Regular Meeting Minutes
- February 16, 2017 Special Meeting Minutes

All in favor; Motion carried. Absent: Smith and Mercier.

REPORTS

Manager's Report: Thayer provided an update on the Wardo's Building, that demolition bids are due today. With all the state resources and availability, the City could use this project in conjunction with the RRC program for development. Thayer feels that we are not going to recoup much of our costs that was invested, however, the goal is to procure a developer to construct a building where a business will grow. Thayer stated a contract was drafted between the DDA and City Council for re-payment, however, he feels an agreement is not necessary as the City and DDA are one entity. Fritsche would like to also find a developer to utilize the lot where the former Coast to Coast Building was.

A resident has expressed interest in filling the vacancy on the Commission, which will be on March's Regular City Council Meeting Agenda for approval.

Thayer reported that he has not heard anything further from Aspirus in regard to the road re-development. He still has monies set aside for the sewer portion of the project as he feels Aspirus will come back to the City with an agreement as they are not going to want to damage their existing parking lot for the access to construct the new building.

UNFINISHED BUSINESS

Discussion on Zoning Ordinance Rewrite: Thayer is putting together a notebook that will have the revised Ordinance which will require more review. Thayer would like to have a public hearing to present the new Ordinance prior to submittal to Council for their review. The Council will have to hold a public hearing as well, however, he would like to incorporate public input prior to that phase. The goal is to have the notebooks issued by May's meeting.

Thayer provided the Commission with Article 7 – PUD Planned Unit Development District and Article 8 – Signs.

Djupe would like to locate information on property where mining activities have taken place in the event the property owner would like to develop it. Thayer explained that it isn't their responsibility to aid in locating potential hazards that the burden falls solely on the owner. No action was taken.

NEW BUSINESS

Review of RRC Self-Assessment Template: Thayer introduced the self-assessment and explained this will take time to complete and implement items identified that are currently not being done. He highlighted some items that are of concern such as the update of the Master Plan.

Fritsche posed the question of who was going to complete the template as he would like to add input. Djupe would like to sit down as a group and go item by item and ask each member to answer, including Thayer. Thayer will introduce a plan, however, his concern is if the item is currently not being done, an individual will need to be named who will be in charge of working on it, along with a date for completion. This is a large undertaking.

Thayer explained that in the template, the portion that discusses parking lots, the City is in good shape. Djupe stated numerous people use the parking lot to enter businesses, however, the businesses aren't advertising on the back of their buildings. Byczek stated the DDA should consider looking into expanding their Façade Grant Program to include rear entrances.

Commenator questioned if there is a deadline on when the self-assessment needs to be submitted. Thayer noted that until it is, funds will not be eligible. Thayer stated that Escanaba and Ishpeming are on the cusp of receiving their certificate of completion, which took 2-2 ½ years to achieve.

An area Thayer is concerned with, which is state statute, is the fact the planning commission does not prepare an annual report for the governing body, which is going to have to be remedied.

Djupe requested an update on the City owned property project. Thayer responded he hoped to have it by March 15th, however, that is not going to happen. He is still working on it.

Thayer will have a draft of the document ready for next meeting. He reiterated the key piece that you see over and over again in the assessment, is to name an actual person responsible and the date of completion. No action was taken.

PUBLIC COMMENT

None.

COMMISSIONER COMMENTS:

None.

ADJOURNMENT

Fritsche moved to adjourn at 10:12 a.m. Djupe seconded. All in favor; Motion carried. Absent: Smith and Mercier.



Rachel Andreski, City Clerk