

## **COMMUNITY AFFAIRS/COUNCIL POLICY MEETING MINUTES**

**Tuesday, August 1, 2017, 6:00 p.m.**

**Hall of Fame Room, City of Stoughton, WI**

**Present:** Alderpersons Lisa Reeves, Regina Hirsch, Scott Truehl, Tim Swadley, and Mayor Olson

**Absent:** None

**Guests:** Clerk Kropf and Planning Director Scheel

**Call to Order:** The meeting was called to order at 6:00 p.m. by Chairperson Reeves.

**Communications:**

None

### **Discussion and possible action regarding current Planning Commission composition/duties and the possible creation of a Standing Planning Committee:**

The committee reviewed the previously discussed ordinance change to amend the composition of the Planning Commission. Attorney Dregne had noted that the ordinance does address a term length and the staggering of those terms for commissioners. The Committee discussed that the ordinance was crafted at the time that the Planning Commission was created, in 1986. At that time the staggered term language was necessary, but since the commissioners terms are following a stagger the committee felt that the ordinance did not need that language anymore. The committee also agreed on keeping the term as three years for citizen appointed commissioners.

Motion by Swadley, to approve the amendment to Stoughton Municipal Code 2-376, relating to the Planning Commission to read: "The plan commission shall consist of: the mayor, an alderperson from each aldermanic district within the City and an equal number of city residents who are not city officials. Alderpersons shall be appointed at the organizational meeting in April for the term of one year. City residents shall be appointed at the organizational meeting April and shall serve a three year term. The commission will elect an alderperson to be the liaison with the city council annually at its first regularly scheduled meeting after the council reorganization meeting and an alternate liaison to the city council, if the elected alderperson is not available. All members of the commission shall be appointed by the mayor and approved by the city council. The Planning Director shall serve as staff to the commission. The Zoning Administrator shall serve as the secretary to the Commission. The mayor shall act as chair and shall vote aye, nay, or abstain. The commission shall elect a vice-chair annually at its first regularly scheduled meeting after the council reorganization meeting.", second by Truehl. Motion carried 5-0.

Planning Director Scheel addressed the committee regarding the motion made by Alderperson Majewski regarding the creation of a Standing Planning Committee to oversee the Planning Commission. Scheel offered a list of items that the Planning Commission has sole authority to approve without Council consideration. He noted that demolition was intentionally left off that list, as a demolition process can differ depending where that property is located. The committee discussed that the reason for the possible standing committee comes from the fact that the Council would like more input on development plans and wondered how the Council could make those suggestions. Scheel noted that the Council can't discriminate against a development if it will be located on a property that is zoned appropriately. Zoning changes can be made to avoid any unwanted uses in certain areas and the zoning would need to be compliant with the City's comprehensive plan. The committee felt that with the composition of the Planning Commission being amended to include one more alderperson and citizen appointee would satisfy the need of a possible Planning Standing committee, as more individuals would be represented.

Motion by Hirsch, to approve the creation of a Standing Planning Committee, second by Truehl. Motion failed, 0-5.

**Discussion and possible action regarding goals/objectives for the 2017/2018 Council term:**

The committee discussed the goals and objectives that had been submitted by other alderpersons. The committee noted that the creation of an economic development director position had been started after a motion by the Council. The committee noted that they would like to have more input from the Council members regarding what exactly they would like this director to accomplish. Mayor Olson explained that she had reached out to Mike Gaye, from MADRep, and he would be willing to give the Council a presentation regarding economic development. Reeves directed the City Clerk to send an email to the Council for their input regarding this position's duties and direction.

**Approval of the July 6, 2017 Community Affairs and Council Policy Meeting Minutes:**

Motion by Truehl, to approve the July 6, 2017 Community Affairs and Council Policy meeting minutes, second by Swadley. Motion carried 5-0.

**Adjournment:**

Motion by Hirsch, to adjourn the August 1, 2017 meeting of the Community Affairs and Council Policy Committee, second by Truehl. Motion carried 5-0. The Community Affairs and Council Policy Committee adjourned at 8:16 p.m.