

ELMWOOD PARK VILLAGE PLANNING COMMISSION MEETING MINUTES
3131 TAYLOR AVE. BLDG 4
MARCH 4, 2013 - 6:30 P.M

All agenda items shall follow protocol including staff overview, Board discussion, questions by public, Board disposition of item. The public must be recognized by the President.

CALL TO ORDER/ROLL CALL 6:30 p.m.

Planning Commission – Trustee Clouthier, Trustee, Leif Peterson, Robert Tomamichel, President Mills Absent Pat Tierney and Trustee Jaeck

Greg Talleck Resigned position – clerk to send letter thanking him for his 12 years of service.

PUBLIC COMMENT AND INPUT

Pursuant to Wisconsin Statute 19.84(2) "the public notice of a meeting of the governmental body may provide for a period of public comment, during which the body may receive information from members of the public." Correspondence shall be read into record at this time.

John Wilda, 3447 Oak Tree Lane – Lighting Issue – Reviewed lighting paperwork. Called building inspector informed Mr. Wilda what would be done in the fixtures in the buildings. Mr. Wilda suggested getting a list of products being used by the potential contractor – how good warranty is? Tower information is based on 12 hours of use a day and is a number used by a lot of companies to come up with savings evaluation. However the electrical in the buildings may not be used 12 hours a day. Suggest renovating one building. Use products taken out of that one building and using it on the other buildings. Who will take the electrical items taken out of the buildings? President Mills said Tower would be responsible for the disposal. Mr. Wilda had no interest in assisting with the disposal of ballast, even though he suggested that they could be sold on e-bay for a profit. Mr. Wilda went in to describing the type of lighting that would be needed for each of the rooms depending on purpose of use of the rooms. The current meeting room would need a lot of rework of the lighting to be conducive to its purpose.

He suggest having a number of electrical contractors come in and do studies, which are usually at no cost. Which President Mills had already done? President Mills asked what would you like us to do to make this a viable project. Mr. Wilda responded that he was only there to give information and did not want to get involved in the project. President Mills shared with Mr. Wilda the process that was gone through to determine how the electrical would be updated. WE Energies said going to two electrical panels for each building would be the best way to make tenants responsible for their usage of electric. Mr. Wilda suggested a wattage meter which would track the usage of each tenant. President Mills will call Nelson Electric to find out who they would recommend for an electrical contractor. Mr. Wilda would like more than one estimate of work to be done, which has been completed by President Mills. Mr. Wilda questioned about the gym lighting, this will not be completed in the update. Mr. Wilda continued to share his opinion with how and what will happen with the electrical once work has commenced. Mr. Wilda shared his opinion on Tower Ind., which was not favorable. President Mills was going to get information for Mr. Wilda from Tower.

NEW BUSINESS

1. Planning Commission Rules of Procedure

Leif Peterson – Copies of the Procedures and Code of Conduct was distributed. These should be reviewed by each of the planning commission participants. It was recommended that these documents should be presented to the Board for Approval at the next meeting.

2. Planning Commission Code of Conduct

3. Open Spot – Planning Commission

Open spot – Greg Talleck – will use application from the handbook. Place on website that a position is available on the planning commission. The open position must be filled by a resident.

4. Introduction to Planning Commission – Chapter 1 and Chapter 2
Committee to review.

OLD BUSINESS

1. Letter to Norstates Bank – Old Kohls Property

Letter sent 2/25/2013, reply was not favorable. Mr. Grievall will go through the building and inspect it. President Mills had been in building – floor was removed now concrete, all electrical has been capped. Out buildings have been addressed by maintenance person. The main concern is the peeling paint and the rotted timber on the arch.

2. Letter to 3512 Green Meadows Drive – building/shed

Letter sent 02/25/2013. – No response from owners. Require owners to appear before the board or be subject to fine, and remove the structure.

3. Letter to 3559 Taylor Avenue – Deck

Letter sent 02/25/2013 – No response from owners. Require owners to appear before the board or be subject to fine, and remove the structure.

New Window Permits

Permits will be on cardboard and must be placed in village resident's window; permit will list reason for permit.

4. Signs

Parking Ordinances

No Parking Overnight for Taylor Home Property

Taylor Avenue Properties Building Signs

Other Misc. Signs

Trustee Clouthier discussed sign cost. Badger State Industries is the least expensive in cost. County uses this company to make highway signs. Tapco was contacted for bid.

Sign Pro was also contacted for bid. Total \$237.68 for all signs from BSI. This does not include putting up of the signs. Trustee Clouthier informed planning commission that the county offered help in putting signs up.

ADJOURNMENT – 7:41 p.m.

Requests for persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Village Clerk's Office at (262) 664-7828 with as much advance notice as possible.