

MINUTES

Community Development Authority Meeting

September 5, 2018

Members Present: Sue Smith, Shaun O'Hearn, Ken Brost, Stephanie Brassington, Peter Bloechl-Anderson, Toni Stolarik

Members Absent: Jerry Dietzel

Staff Present: Pauline Boness

1. Call to Order

Brost called the meeting to order at 7:00 p.m.

2. Public Appearances – none

3. Approval of Minutes

- a. Review and possible approval of draft minutes from the June 6, 2018 Community Development Authority meeting.

O'Hearn moved to approve the June 6, 2018 minutes Brassington seconded the motion. Motion carried.

- b. Review and possible approval of draft minutes from the June 27, 2018 Community Development Authority meeting.

Brassington moved to approve the June 27, 2018 minutes, O'Hearn seconded the motion. Motion carried.

- c. Review and possible approval of draft minutes from the August 1, 2018 Community Development Authority meeting.

O'Hearn moved to approve the August 1, 2018 minutes as corrected, Brassington seconded the motion. Motion carried.

4. Business

- a. **Review and possible recommendation to the Plan Commission regarding an addition to Culvers Restaurant located at 4700 Farwell St. The property is zoned CG General Commercial and is within the boundary of TID #5.**

Paul Kardatzke from Jewel Engineering and Paul Kneubuehl from Culvers summarized this was the fourteenth Culvers built. They have had some interior remodeling in the past but not to the extent as other Culvers. The remodeling will be done around the entire perimeter of the building and will utilize stone and stucco façade, with roof changes in the back to provide better screening of mechanicals. The blue roof will remain; new Culvers have a different roof design. Existing restaurants, which are remodeled, keep the blue color, which is a franchise color. The roof itself is in good condition as it was recently re-roofed. This small change will just screen the mechanicals, which will remain on the roof. The interior changes include expanding out the interior by closing in the outdoor seating area, and remodel the restrooms. The interior remodel allows for better handicapped accessibility along with improved traffic flow for customers inside the restaurant. There will be angled parking in the area facing Farwell Street, moving of the handicapped parking with an additional stall in the back of the parking lot, along with better signage (pole and asphalt) to identify traffic patterns. There will be some added outdoor seating on the side of the building as well as 20 or so interior seats. They are removing two light poles, and replacing them with lighting on the building. A third light pole will be relocated.

Boness advised the building inspector is working on the parking lot review and number of spaces needed. Boness questioned a door on the plan; Kardatzke said there would be a fence there, and a few outdoor seats. Boness indicated an updated plan showing that new area must be submitted for the Plan Commission meeting.

Boness reviewed the design guidelines for TID #5 with members. Brassington inquired about the timeframe of the proposed project. Kneubuehl indicated they are ready to start as soon as they get approval from the Plan Commission.

Brassington moved to make a recommendation to the Plan Commission to approve an addition to Culvers Restaurant located at 4700 Farwell St. The property is zoned CG General Commercial and is within the boundary of TID #5. O'Hearn seconded the motion. Motion carried.

5. Community Development Highlights

- a. Highlights – O'Hearn inquired on the status of the RFP. Boness indicated it went out last week. Smith inquired on how the Board handled the mixed use in the RFP. Boness replied she believed they left it the way it was drafted. Members were reminded to consider possibilities for the property on Bashford Street for the next meeting.

6. Adjournment.

O'Hearn moved to adjourn, Smith seconded the motion. Motion carried. Meeting adjourned at 7:45 p.m.