

Community Development Authority

MINUTES

November 4, 2020

Members Present: Ken Brost, Austen Conrad, Toni Stolarik, Jerry Dietzel, Stephanie Brassington, Mike Flaherty

Members Absent: Dan Kolk

Staff Present: Andrew Bremer, Karen Knoll

1. CALL TO ORDER

Brost called the meeting to order at 7:00 pm.

2. PUBLIC APPEARANCES

None

3. APPROVAL OF MINUTES

- a. Review and possible approval of the September 2, 2020 Community Development Authority minutes.

Dietzel moved to approve the September 2, 2020 Community Development Authority minutes. Brassington seconded the motion. Motion carried 5-0-1 with Flaherty abstaining.

4. BUSINESS

- a. Discussion regarding a potential development proposal for 5411 Bashford Street by Dan and Meg Chin for a mix-use development.

Bremer indicated Dan and Meg Chin contacted him regarding the purchase of 5411 Bashford Street with the intention to build a mixed-use building. Bremer asked the Chin's to develop a preliminary design to give an idea of what they were interested in doing, for review for any potential issues, possible layout and to see if the Village would be interested in the idea. The Chins had Ryan Quam draw up a preliminary design to show how it would sit on the site. This is before the CDA tonight for pre-applications only, and the Chin's are scheduled to do the same at the Plan Commission meeting later this month.

Dan Chin of Dan Chin Home's, stated they have been renting an office in the area for the past three years, and currently are in need of more space. They wish to remain in the downtown area.

Chin shared information on a building they saw in Fontana, WI and indicated they met with the owner, as it was similar to what they would like to build on the site, not as large but the same general concept. Office space on the first level, with residential rentals above and parking in the rear of the building. Chin reviewed the photos with CDA members.

Meg Chin indicated it would be two ground level commercial spaces and three – two-bedroom apartments on the second level. They would occupy one commercial unit and rent out the second commercial unit. Chin indicated they have not met with an architect yet, this is just a preliminary drawing.

Bremer summarized the parcel is a little less than 10,000 sq.ft. Bremer reviewed the prior building layout and the potential proposal along with challenges with it including a sanitary sewer main. The building as proposed encroaches in the right-of-way and the existing sanitary sewer. If the project were to move forward, part of the process would be to vacate the right-of-way, to enable widening the parcel and relocating the sewer main. There is also the possibility of changing the layout of the intersection, as the current intersection has a unique layout.

Bremer reviewed some of the property background with members. The Village acquired this property in 2017 for the purpose of blight removal. The Village cleaned up the site with removal of the existing building and underground tank. The property is within TID #4. The Comprehensive Plan identifies the property as part of the downtown area, which encourages mixed-use. It is zoned C-C Central Commercial and this type of proposal would be allowed with a Conditional Use Permit.

Brost inquired of members if they had any questions or concerns, Members discussed the desire to see something developed on this corner, what would fit in the area, the former storage tank, possible options for other layouts on this site, the cost of moving sanitary sewer, and who would be responsible. They also discussed the entrance off Johnson Street rather than any on Bashford Street, and the traffic flow onto the site. Ryan Quam, Quam Engineering indicated he has concerns with making the building too narrow by adding access off Bashford Street, it would affect the architectural design, as it is a redevelopment site there are always issues with design and layout. Residents and employees would know how to access the property with little issues. Moving the building would have an impact on the design. Members also had concerns if there were two access it would be tempting for school traffic to cut through the site.

Flaherty asked for clarification on why the sewer main had to be moved, and can it be paid for with the TID. Bremer responded there are two reasons; you cannot have a building on top of a sewer main and the desire to keep the public main on public property. Relocation of the sewer main could qualify as a TID expense.

Flaherty inquired about the previous proposals from the Village to purchase the adjoining properties. Bremer reviewed how they were not able to move forward, as there was not an agreement on the purchase price, or a right of first refusal. Flaherty inquired if the Chin's had reached out to the property owners.

Chin responded he has reached out, but has not heard back from one owner, and the other is a recent purchase where a sale is unlikely. Members also discussed the possibility of having a future easement to allow future connection to the rear parking lot.

Members discussed the possibility of a common area on the property, creating an urban edge on Bashford Street, sidewalks, setbacks of the potential proposal. Members concurred they would like to see development such as this rather than a single family home on the site. Brassington inquired if they had any possible concerns over traffic during school pick up times. Chin replied they are used to it in their current location and feel it is a plus for advertising, and due to the type of work, they do not have a lot of traffic at their office. They feel due to the size of the other commercial space, it would likely be a low traffic type of business. Chin indicated they typically do not have a lot of traffic at their office; most clients meet the realtors at the properties they are viewing.

Bremer reviewed per page six of the packet provided, the process and approvals needed if this project was to move forward.

b. Presentation of Community & Economic Development Monthly Report

Bremer reviewed his monthly report as provided in packets.

5. SCHEDULE NEXT MEETING DATE.

a. December 2, 2020 @ 7:00 p.m.

6. ADJOURNMENT.

Stolarik moved to adjourn. Flaherty seconded the motion. Motion carried. Meeting adjourned at 7:54 p.m.