

April 6, 2023

Mayor Hyslop authorized Schaffer to preside over the meeting as Hyslop was attending via Zoom.

A meeting of the Plan Commission of the City of Eagle River was called to order at 5:00pm by Schaffer.

Roll Call: Adam Grassl, John Hletko, Kim Schaffer, Mike Adamovich, and Deb Brown. Mary Horant and Mayor Jeff Hyslop attended via Zoom with Horant switching to phone mid-meeting due to technical difficulties. Also in attendance; Robin Ginner and Becky Bolte

*Motion by Hletko, 2nd by Adamovich to approve the minutes of the 2/2/23 meeting as presented.
Carried, all*

Agenda correction to remove public hearing from item 4.

A) Presentation and approval of Rotary Square landscaping plan: Rotary representative, Karen Margelofsky provided the Commission with renderings of the proposed Rotary Square landscaping plan. Hletko asked if Adamovich, DPW Foreman, saw any problems with the plan from a public works standpoint with Adamovich stating he did not. Grassl confirmed the Amperage to each outlet is 20 AMP and asked about consideration of signs. Margelofsky stated any signage would go to the Planning Commission as it came up but they are considering signage in the gable of the building. Brown asked about the durability of the turf, with Warner Russel responding with 15 years. Schaeffer pointed out the area in the rear of the property was designated as a “dirty” area allowing for grills and other mess making activities to protect turf and pointed out the dog station location in the rear corner. Margelofsky stated that they would not allow staked tents, only weighted ones on the Square property and a hole with a safety cover would be placed for the Christmas Tree to be erected. Mayor suggested a picnic table be positioned over the Christmas tree hole with lid to avoid any kind of trip hazard. Horant asked about funding with Margelofsky stating the landscaping has been covered through donations. Ginner pointed out the sidewalk running from the center of the property from Wall Street sidewalk to center of the building. Sidewalk has been deemed necessary to be considered an ADA accessible property. Grassl questioned if the strings of lights between polls that is depicted on rendering is part of the landscaping plan being presented with Margelofsky confirming it was not. *Motion by Hletko, 2nd by Horant to recommend approval to City Council, the Rotary Square Landscaping Plan, with the inclusion of an interior sidewalk as presented in rendering, running from the sidewalk on Wall Street back to the middle of the Rotary Square building. Carried, all*

Review of Rotary Square/ERRP Maintenance MOU: Ginner introduced for informational purposes, a draft copy of the Rotary Square maintenance Memorandum of Understanding that will be brought to City Council for Rotary Square maintenance. Ginner stated that the term will be for a minimum of ten years adding the ten year total monetary figure they based expenses on was \$169,000. This amount was reached by taking the predicted expenses today multiplied out by ten years. Attorney Garbowicz advised the MOU verbiage be changed to read “Contract”. Hletko questioned the Termination clause with Ginner stating that portion was a still a work in progress. Ginner reported that funding is in place with annual fundraisers to be held to continuously fund the maintenance fees for the Square, with maintenance monies being held in a separate account. No action needed, presented as informational to the Commission only.

Discussion regarding recommended changes to residential water and sewer connection ordinances to be brought to the May Planning Commission meeting:

- i) Residential sewer lateral connections: *Sec. 90-116. - Building sewers and connections, (d) A separate and independent building sewer shall be provided for every building.* Recommended change: *Separate and independent lateral connections shall be provided for each residential unit in single, two-family and three-family units.*
- ii) Residential water supply connections: *(New) Secs. 90-3 Building water service and connections.*
 - (a) No unauthorized person shall uncover, make any connections with or opening into, alter or disturb any public water infrastructure without first obtaining a written permit from the Light, Water and WWTP Commission.*
 - (b) All costs and expense incident to the installation and connection of the building water supply shall be borne by the owner. The owner shall indemnify the city from any loss or damage that may directly or indirectly be occasioned by the installation of the building water supply. The city council may choose to reimburse the owner for the expense or choose to reconstruct at the city's discretion.*
 - (c) A separate and independent building water supply shall be provided for each residential unit in single, two-family and three-family units.*
 - (d) The connection of the building's water supply into the public water system shall conform to the requirements of the building and plumbing codes or other applicable rules and regulations of the city. All such connections shall be made watertight.*

The applicant for the building water supply permit shall notify the commission when the building water supply is ready for inspection and connection to the public water system. The connection shall be made under the supervision of the commission or its representative.

Ginner pointed out that the change is in Utility code not Zoning code and will be brought to the Utility Commission. In discussion, Schaffer reported that the developer at Aquila Court called her and stated the City would be the first in the State of Wisconsin to require this for duplexes and triplexes. The developer relayed to Schaffer that the Aquila Court subdivision was already built with one lateral stubbed in for each lot. The developer does not want to tear up the existing road. The developer requests a copy of the ordinance changes be forwarded to him. Horant stated her concerns that the extra expense of installing a separate lateral for each residence would drive up housing costs as the cost would be transferred to the homeowner. Ginner reported the change was MSA recommended and reported that Mike Sanborn of Eagle River Light Water asked that water supply connections be added to the proposed ordinance change. Ginner relayed Sanborn's request was based on the ability of shut off water for "snow-birds" as they cannot shut off water supply to one side of the duplex. Hletko questioned if this is necessary. Adamovich stated although there has never been a problem, there is always a first. No action needed.

Motion by Grassl, 2nd by Horant to adjourn at 5:43pm.

Becky J Bolte – Clerk