

**City of Portage
Plan Commission Meeting
Monday, November 18, 2013
Regular Meeting – 6:30 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room Two**

Members present: Mayor Bill Tierney, Chairperson; Addie A. Tamboli, Vice Chairperson; Robert Redelings, City Engineer, Jan Bauman, Brian Zirbes and Peter Tofson

Members excused: Mike Oszman

Others present: Ron Kruckeberg, Craig Sauer and Bill Welsh

- 1. Roll call**
- 2. Approval of minutes from previous meeting**

Motion by Tamboli, second by Bauman to approve the minutes. Motion passed 4 to 0 with Tofson abstaining.

- 3. Discussion and possible action on Zoning Amendment (from B-1 to R- 4) by David Bourdeau at 1116 Macfarlane Rd. Parcel # 1375.**

Redelings indicated the request constitutes spot zoning.

Mr. Krukeberg (contractor) appeared, representing Mr. Bourdeau (owner) and explained that the owner wasn't able to secure financing for business purposes. Their intent was to convert the building into 3 residential units – with 2 units down and 1 unit up. There wouldn't be any garages, but they'd consider closing the access on MacFarlane because it's a safety concern.

Redelings mentioned the parking would be adequate and the access closure would be a benefit.

Zirbes expressed concern that the proposal wasn't consistent with the Comprehensive Plan. Tamboli expressed concern about a multi-family residential development along MacFarlane. She could support a two-family, which is permitted by a Conditional Use Permit. Tofson agrees that he could support a two-family dwelling, but not a 3 unit.

Motion by Tamboli, second by Redelings to deny the request because it constitutes spot zoning and is not consistent with the Comprehensive Plan. Motion passed 5 to 0 on call of the roll.

4. Discussion and possible action on proposed Flood Plain Zoning Amendment requested by FEMA.

Redelings explained that FEMA is requiring adoption of 4 map panels which are referenced in the revised Flood Insurance Study as a result of the Baraboo River flooding in 2008. To date, the DNR hasn't provided a clarification as to whether previous Letters of Map Change (LOMC's) need to be included. However the matter needs to proceed to meet established deadlines so the City can remain in the Federal Flood Insurance Program.

Motion by Tamboli, second by Tofson to forward the ordinance modifications to Legislative and Regulatory Committee for approval along with any clarification from the DNR. Motion passed 5 to 0 on call of the roll.

5. Discussion and possible action on Sidewalk Master Plan.

Redelings presented a couple handouts (attached) describing the annual program and suggesting new sidewalks for the next 5 years. He mentioned that no new sidewalks were identified in the 2014 budget.

Zirbes suggested that sidewalks be installed along Pierce Street because of all the foot traffic around Pauquette Park. Tamboli agreed that the Pierce Street sidewalk should be installed in 2014.

Tofson inquired as to who pays for tree removal, when required. Redelings indicated that would be a City cost.

Mayor Tierney suggested we may need to be more aggressive in order to get more sidewalk installed. He introduced the possibility of having a sidewalk utility. At \$2.50/month, that would provide about \$100,000 annually to do sidewalk work. At \$5.00/month, about \$200,000 would be available for sidewalks and trails.

The idea is considered to be fair and should be explored further.

6. Discussion and possible action on P.A.T.H.S.

Redelings provided and reviewed a proposed Trails map along with a couple handouts (attached).

Zirbes inquired as to whether the E. Albert St. Trail was appropriate and whether it could be rerouted across City owned land between E. Albert St. and E. Haertel St. Redelings will investigate.

Tamboli suggested the Portage Canal should also be designated as a Water Trail. This suggestion along with several others will be incorporated onto a "pre-final" map and brought back to the Plan Commission at their next meeting.

7. Adjournment.

Motion by Tamboli, second by Zirbes to adjourn. Motion passed 5 to 0 on call of the roll.

The meeting concluded at 7:48 p.m.

Respectfully Submitted,
Robert G. Redelings, City Engineer