

PLANNING COMMISSION – CITY OF HOUGHTON  
CITY CENTER – COUNCIL CHAMBER  
MAY 25, 2010

PRESENT: Mayor Robert Backon, City Manager Scott MacInnes, Rachel Lankton, Jay Green, Mike Needham, and Kristine Bradof.

ABSENT: Chairman Mike Butvilas, Vice Chair Tom Merz, Secretary Gary Lubinski.

Also present: No members of the public were present.

REGULAR  
MEETING:

City Manager Scott MacInnes called to order a Regular Meeting of the Planning Commission.

APPROVAL OF  
PREVIOUS  
MINUTES:

A motion was made by Lankton and seconded by Backon to approve the minutes of the April 27, 2010 Regular Meeting as presented.

Yes: All

No: None

Motion carried.

A motion was made by Lankton and seconded by Green to approve the minutes of the April 29, 2010 Special Meeting as presented.

Yes: All

No: None

Motion carried.

A motion was made by Lankton and seconded by Needham to approve the minutes of the May 11, 2010 Special Meeting as presented.

Yes: All

No: None

Motion carried.

REVIEW AND  
APPROVAL  
OF AGENDA:

No changes were made to the Agenda.

OPPORTUNITY  
FOR PUBLIC  
TO ADDRESS  
COMMISSION:

No one addressed the Commission.

PUBLIC HEARING: None.

NEW BUSINESS: The Planning Commission reviewed the Five Year Capital Improvement Plan. Jay Green asked about the Revolving Loan Fund. City Manager MacInnes said the only source of income in this fund is the loan payments and interest. The fund presently has a balance of \$113,000. He expects to have \$100,000 in loans to give out in the downtown as there are many projects that are being considered.

The Library dock has not been funded but remains in the plan in case it is decided to fund it in the future.

Jay Green asked about the following:

- City Center and Dee Stadium Improvements. He asked if there are specific projects. City Manager MacInnes said Dee Stadium does repair and maintenance every year. This year they are replacing the ceiling. This project should take about two years. Improvements are made to the City Center almost every year. A discussion was held about the future of the building.
- Local Street does not include any paving in future years. This is due to lack of money.
- There used to be \$100,000 available every year in the DDA for projects. A bond payment just increased by \$105,000 so there is no money available for projects.
- Mr. MacInnes is expecting to receive the plan for the future of the Carnegie Museum soon. He hopes that they can form a 501C Corporation and stand on their own with the City to just provide help with utilities for the next few years.
- Mr. MacInnes explained the city policy regarding new subdivisions in the TIFA District. The city installs the pipe and builds the roads. The developer pays for the pipe and

puts in the gas, electrical, etc. Outside the TIFA District the city does not pay for anything.

- The public works garage roof will be done this summer as a project in the TIFA District.
- A water booster station will be needed if the city develops anything south of Wal-Mart. The pump will be located in the TIFA District.
- There is a project pending to replace sewer mains in older parts of town.

City Manager MacInnes discussed the upcoming Complete Streets training seminar which the Planning Commission members will be invited to attend.

The Commission discussed a storm water ordinance which Mr. MacInnes will put on hold for now. The city has control over the right-of-way in new development and can control storm water run-off onto the right-of-way.

Mr. MacInnes continues to work on the Access Management Ordinance requested by MDOT. The Access Management Committee meets every month. He will bring this back to the Commission in the future.

City Manager MacInnes reported that he is looking into Form Based Zoning for College Avenue and East Houghton.

Jay Green mentioned that the commission was looking at the building code adopted by Green Bay previously and may want to look at this again.

The fence that Mr. Kemppainen was supposed to build on the sands is not built yet. The property owner has until June 1, 2010 or he will be fined daily.

The next Planning Commission Regular Meeting will be held Tuesday, June 22, 2010 at 5:30 p.m.

A motion to adjourn was made by Lankton and seconded by Needham.

Yes: All

No: None

Motion carried.

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Gary Lubinski  
Secretary