CITY OF ANTIGO

CITY PLAN COMMISSION

MINUTES OF MEETING HELD

MARCH 05, 2019

City Plan Commission of the City of Antigo met in Regular Meeting on the above date at 6:00 PM in the Multi-Purpose Room, City Hall, Mayor Bill Brandt presiding.

Attendee Name	Title	Status	Arrived
Bill Brandt	Mayor	Present	
Charley Brinkmeier	Member	Present	
Jerry Rice	Member	Present	
Tim Sharon	Member	Absent	
Larry Steckbauer	Member	Present	
Gordon Neve	Member	Present	
Scott Henricks	Ward 9	Present	

Others in attendance: Mark Desotell, Director of Administrative Services; Roger Musolff, Building Inspector/Zoning Administrator; and Jaime Horswill, Lead Office Assistant.

Discussion and Action May Occur on Any of the Following Agenda Items:

1. Approval of the Minutes from the February 5, 2019 Meeting

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Jerry Rice, Member
SECONDER:	Scott Henricks, Ward 9
AYES:	Brandt, Brinkmeier, Rice, Steckbauer, Neve, Henricks
ABSENT:	Tim Sharon

2. Consideration by the City for the Purchase and Utilization of the 313 E. 5th Avenue Property

Mark Desotell, Director of Administrative Services, provided a memo advising that the Committee of a Whole met to consider an Offer-to-Purchase (OTP) by the City for a home with attached garage along with an accessory building (+/- 1,200 square foot heated garage with 10' overhead doors). This property is located immediately north of the existing Parks, Recreation and Cemetery (PRC) shop and presents both short and long term benefits to the City.

The PRC Department will get immediate utilization of the accessory building for storage of smaller equipment and materials alleviating some overcrowding in the existing shop building. The OTP by the City allows for the existing home owner to remain in the home with attached garage for a minimum of three years under a rental agreement with the City. Beyond the three years, the rental agreement is able to proceed on a month to month basis allowing either party the ability to opt-out of the rental agreement. At whatever point in time that the rental agreement is suspended, then the home and attached garage becomes an opportunity for the City. The range of opportunities may include but are certainly not limited to: direct utilization of the home and garage by the PRC Department, division of the property allowing the use of the garage(s) by the PRC Department (includes sale of the home on the open market), or decision to rent the home to another entity or residential tenant.

The zoning for the property is R-3 two Family Residential District. This zoning allows for all permitted uses from a R-1 District which includes recreational facilities and accessory buildings such as the garage(s) to be utilized by the PRC Department while allowing for future on-site expansion if so needed. It is Mr. Desotell's recommendation that the City Plan Commission support the proposed utilization of this property for the City's PRC Department.

Mayor Brandt showed the Commission on a map where the property is located with regard to the current PRC shop. He noted the current land owner would rent the home and garage from the City for $550 per month plus utilities. The City would be responsible for snow and lawn care. The purchase price is $63,000. A couple thousand dollars would need to be spent to bring the home up to rental code including venting and minor electrical.

Upon inquiry by Larry Steckbauer, Mr. Desotell indicated that funding for the purchase would come from the PRC CIP budget for the next five years. The rental income would offset payments.

Upon inquiry by Charley Brinkmeier, Mr. Desotell indicated that if snow removal is needed on the weekends someone (probably Public Works or Street Department) would remove a pass and continue the cleanup efforts on Monday. There are no sidewalks.

Motion to approve the purchase and utilization of the property at 313 E. Fifth Avenue as presented.

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Gordon Neve, Member
SECONDER:	Scott Henricks, Ward 9
AYES:	Brandt, Brinkmeier, Rice, Steckbauer, Neve, Henricks
ABSENT:	Tim Sharon

Any Other Matters Authorized by Law to be Considered

Upon inquiry by Mayor Brandt, Mr. Desotell advised that things are progressing at Waukesha Bearings. The plan is to start with Phase 1 as weather permits.

INFORMATION ONLY

Upon inquiry by Larry Steckbauer, Mr. Brinkmeier indicated that private snow removal services utilize their own sites for dumping of snow.

INFORMATION ONLY

Mr. Desotell noted that the Fifth Avenue project is progressing. The City is attempting to secure different grant funding. Mr. Desotell discussed a few different parking ideas for the downtown area.

INFORMATION ONLY

Adjournment

1. **Motion to:** Adjourn at 6:13 pm

RESULT:	**CARRIED [UNANIMOUS]**
MOVER:	Jerry Rice, Member
SECONDER:	Scott Henricks, Ward 9
AYES:	Brandt, Brinkmeier, Rice, Steckbauer, Neve, Henricks
ABSENT:	Tim Sharon

Bill Brandt, Chairperson

Date