

REPORT OF CITY PLAN COMMISSION

Tuesday, January 10, 2012 – 4:30 PM
City Conference Room – 1515 Strongs Avenue

PRESENT: Alderperson Jerry Moore, Commissioner Tony Patton, Commissioner Shari Laskowski, and Commissioner Maurice Rice.

ALSO PRESENT: Community Development Director Michael Ostrowski, Alderperson Andrew Beveridge, Sarah Wallace, and Cathy Dugan.

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1. Updating the City's Citizen Participation Plan for the Community Development Block Grant (CDBG) Program.
2. Updating Chapter 20 (Subdivision) and Chapter 23 (Zoning) of the Revised Municipal Code of the City of Stevens Point.
3. Adjourn.

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1. Updating the City's Citizen Participation Plan for the Community Development Block Grant (CDBG) Program.

Director Ostrowski indicated that the City of Stevens Point intends to submit its final application for CDBG – Housing funds. In order for the City to submit the application, it must have an updated citizen participation plan. Director Ostrowski indicated that this plan was updated back in 2009 when we applied for a CDBG for Well 11. However, this plan needs to be updated to include some changes relating to contacts for the Department of Administration and the City Clerk's Office. The State Department of Administration has reviewed the attached plan and has indicated that it meets their requirements. Staff would recommend approval of the plan. Director Ostrowski indicated that there will be a public hearing held on the submission of the grant at the next Common Council meeting on Monday, January 16, 2012.

Motion by Commissioner Patton to approve the Citizen Participation Plan as presented; seconded by Commissioner Laskowski.

Commissioner Rice asked if this was basically used to allow someone to comment on the process. Director Ostrowski said it outlines the public process as to how we notify hearings, what are the required public hearings that we have to have for the grant process, including the one we have to have prior to applying for the grant and the second one that we have towards the end, as a status update. In addition, if individuals want to make or register complaints, this describes how they would do that.

Alderperson Andrew Beveridge asked if the city had received this type of the grant in the past. Director Ostrowski stated yes, we have received this type of grant in the past. The City currently has approximately \$27,000 left in funding.

Alderperson Andrew Beveridge asked if there was a lot of public participation in the past. Alderperson Moore said he believes there was a considerable amount of public participation. Director Ostrowski stated that there is a set agenda for the public hearing where we will discuss the CDBG program, the economic development and housing needs, the activities planned for the

program, as well as allowing the public a chance to speak on the submission of the grant and community needs.

Cathy Dugan, 615 Sommers Street, asked what it means for the public. Director Ostrowski stated it would be a presentation of what the grant program is, what are the eligible activities with the grant, how much we are applying for, and the public would have the opportunity to comment.

Commissioner Rice asked if these hearings would be before the Common Council. Director Ostrowski indicated that that was correct.

Cathy Dugan, 616 Sommers Street, asked if the public would get a list of those specific projects. Director Ostrowski stated typically with housing projects, it is money reserved for low to moderate income individuals to apply for and receive funds for rehabilitation, homebuyer assistance, or other similar activities. The activities will be outlined during the public hearing.

Commissioner Rice indicated these would be funds used for improving homes. Director Ostrowski indicated that this is correct. Things such as new windows or roof replacements would qualify.

Commissioner Patton clarified that this is not going to be used to build more apartments. Director Ostrowski stated that this was correct.

Director Ostrowski stated that we will have a list of projects in the council packet that the funds would be used for, and that the funds are designated for home owner rehabilitation, and some possible rental rehabilitation. We have to use these funds within 24 months, so within the first year we are recommending that these funds are used for owner-occupied, residential structures. If for some reason, no one is accessing these funds, then we would open it up for renter-occupied rehabilitation rented to low to moderate income individuals.

Motion carried 4-0.

2. Updating Chapter 20 (Subdivision) and Chapter 23 (Zoning) of the Revised Municipal Code of the City of Stevens Point.

Director Ostrowski that he would suggest combing the zoning code with the subdivision code to create a single development code. This will make it easier to administer, as well as easier to understand for the reader and developers. In addition, he has made the previous recommended changes for Article 1. The Commission reviewed the changes and proceeded to review the requirements in Articles 3 and 4, including the creation of agricultural and park districts, as well as cluster subdivision possibilities. It was decided that staff will make the appropriate changes to Articles 3 and 4 for consideration at the next meeting.

3. Adjourn.

Motion by Commissioner Patton to adjourn; seconded by Commissioner Laskowski. Motion carried 4-0.

Meeting adjourned at 6:00 PM.