



**AGENDA
PLAN COMMISSION (COMPREHENSIVE PLAN STEERING COMMITTEE) WORKSHOP
TRAINING ROOM
FEBRUARY 1, 2022
6:30 p.m.**

*****The Training Room is open to the public. Due to the ongoing COVID-19 public health emergency, unvaccinated attendees are asked to wear a mask and social distance.*****

AGENDA:

1. The CPSC will meet to review existing conditions data collected for the planning process, discuss population projections, and review upcoming engagement activities.

Council members may be in attendance for informational purposes only.

No official Council action will be taken.

NOTES:

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials to be in an accessible location or format, may contact City Clerk Amy White at (715) 426-3408 or in person at 222 Lewis Street, for accommodations. Requests for accommodations should be made at least three (3) business days in advance of the meeting. Every effort will be made to arrange accommodations.

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Community Development Department

Plan Commission Director's Report - January 2022



This report is provided monthly to update the Plan Commission on Community Development efforts for the past month, as well as to provide a look forward to the upcoming Plan Commission work.

Reporting Period:

January 1 – January 31, 2022

Next Plan Commission Meeting:

March 1, 2022

2022 Community Development Major Projects:

- Ensure sustained development/redevelopment of the City from the prospect stage through construction
- Economic Development
 - Customer Relations Management Software (CRM)
 - Shovel ready sites
- Engineering
 - North Interceptor project
 - North Water Tower Project
 - North Loop Watermain Project
 - WisDOT Wasson Lane design
 - WisDOT Cemetery Rd
 - WisDOT Powell Avenue bridge design
 - Troy/Pomeroy watermain construction
 - North Interceptor Sewer Lining Project
 - Mann Valley preliminary design
- Planning/Zoning/Inspections
 - Comprehensive Plan update
 - Outdoor Recreation Plan update
 - Bicycle and Pedestrian Plan update
 - Roll out code enforcement changes
 - Permitting/code enforcement software research

Planning and Zoning

- Development Review/Current Planning
 - Currently working with several developers that plan to submit throughout the next few months
- Zoning ordinances/map amendments
 - None
- Subdivision ordinance amendment
 - Condominium subdivision regulations – Approved; ordinance takes effect on May 11, 2022
- Historic Preservation Commission
 - Power plant structure and site MOU between HPC/CC – approved
 - Historic interpretive walking tour – developing the template and design for the first sign – “The Glen” to replace Cascade Mill sign at Glen Park
 - Historic photo panels inside the Glen Park Pavilion – working on final design
- Mapping
 - Map of available sites for development; [Click here for new map](#)
 - Map of active development projects map; [Click here for map](#)
- Projects
 - Comprehensive plan – Staff kick off meeting complete; engagerf.org going live 1/27 on soft launch; public open house February 24 from 2-7pm at the library; community profile drafted
 - Code enforcement – needed ordinance modifications coming this winter
 - Housing numbers updated for 2021
 - Annual report in progress
 - Letters of Agreement with KCC
- Assist customers with zoning and subdivision questions daily

Economic Development

- Attended online Innovation Center Management Committee Meetings (Schreiner)
- Attended River Falls Economic Development Corporation meeting (Schreiner)
- Treasurer and Secretary duties as well as Management Committee meetings for the EDC
- Work with developer on Project Amcon project
- Held internal major project development meeting
- Submitted Momentum West Project of the Year application (Burns)
- Sent five RFI's
- Participated in River Falls Chamber Leadership River Falls Day (Peterson & Burns)
- Completed orientation for Executive Pulse, the new Customer Relationship Management software

Building and Inspections

- 1536 Cemetery Road, Kwik Trip – Certificate of Occupancy granted
- 1091 Sutherland Avenue, St Croix Valley Business Innovation Center – framing & plumbing inspection for food ready space

Permits (Jan 1 – Jan 25)

5	Building Permits
0	New Home Permits
0	Fence Permits
0	Sign Permits

Engineering

- Internal Consulting Projects
 - Troy-Pomeroy Watermain Relocation (SEH) – Low bidder “Skid Steer Guy” anticipate March/April construction. UAB approval 1/18, Council to consider 1/25.
 - Mann Valley Preliminary Design (SEH) – 30% Plan review occurred 12/14/21.
 - ArcGIS Transition (MSA) – Project is 95% complete.
 - Powell Avenue Bridge Rehabilitation (Ayres)
 - S. Wasson Lane Reconstruct (Strand)
 - North Water Tower (SEH). PSC Submittal compete. Anticipate final plans and bidding in February.
 - North Loop (SEH)
 - Wells Park Sidewalk (Stevens). Preliminary alignments are drafted and in staff review.
- WisDOT Projects- Cemetery Road Reconstruct – Summer '22
- Development review assistance for the following sites:
 - Project Amcon
 - 125 Quarry Road
- Stormwater - none
- Utilities – map new infrastructure; transition to ArcGIS Online
- Streets/Traffic - none
- Construction
 - North Interceptor Sewer (TKDA – Engineering, A-1 Excavating Contractor). Clearing and grubbing throughout entire sewer route is complete. Sewer pipe is delivered and on site. Anticipate St. Croix Pond sediment removal in February.
 - Residential lateral installation and abandonment inspections (ongoing)
 - Sterling Ponds 4th Addition – Utilities and storm sewer are installed.
 - Highview Meadows 6th Addition - Initial walk through performed, expecting Spring completion of punch list items.
- GIS - ArcGIS Online transition is 95% complete
- Conferences/Trainings/Events - Regnier attended NEWSC Pond Dredging Workshop
- Other
 - Coordinating WisDOT Functional Class map update
 - Todd Nickleski accepted City Engineer Position

Director

- Comprehensive Plan coordination
 - Presented to Rotary, Leadership River Falls, RFEDC, Hope for Creation
- Work with site owner and potential buyers of property located in the URA
- Engineering staffing changes and recruitment

- Meet with developers – setting up multiple projects to begin in 2022
- Present to Rotary
- Met with KRLT
- Met with City of Superior regarding economic development
- Attended WEDA Board meeting
- Attended Pierce/St. Croix County Housing Needs Focus Group
- Begin Q1 plan commissioner meetings
- Housing Authority coordination/Board meeting
- Attended Hamline CPM Course
- Participated in meetings: Executive Team, Housing Authority, major development projects, Rotary
- Weekly staff meetings, staff 1:1s, consultant check ins

Community Development Staff



Amy Peterson, CD Director



Keri Schreiner, ED Manager



Todd Nickleski, City Engineer



David Hovel, Building Inspector



Angie Bond, CD Assistant



Emily Shively, City Planner



Zach Regnier, Sr. Civil Engineer



Tamarra Jaworski, Engineering Technician



Tyler Galde, Planning & Engineering Technician



Sam Burns, Planner



Kendra Ellner, Planner