

**Minutes of the
Port Byron Planning and Zoning Commission
July 8th, 2015 – Port Byron Village Hall
7:00 PM**

The Planning and Zoning Commission met on Wednesday, July 8th, 2015, at 7:00 PM at the Village Hall.

Call to Order:

The meeting was called to order at 7:05 PM by Chairman Gerry Meade.

Roll Call/Establishment of Quorum:

Roll Call: Present: Members Barb Brandt, Bob Wilson, Bruce Peterson, Bob Lagerblade and Chairman Gerry Meade.

Absent: Wes Wells and Gene Fry

Also present: Lou DiLauro, Paul Kouski, Todd Wiebenga, Ann McCarrell, Amber Cravens, Tom Stocking and Mayor Kevin Klute

Roll call established a quorum was present and the Pledge of Allegiance was recited.

Mayor's Update:

Kevin announced that the bids for the demolition of the Old Academy had been received with the lowest quote at \$200,800.00. Contracts are being let and completion is expected around Thanksgiving.

Building Inspectors Report:

Paul reviewed the letter that was sent to residents James and Beverly Hansen on June 29th. This notice requires them to clean up debris on their property located at 104 Prairie Street. They have complied.

IRDC Committee:

Wes was absent so there was no report.

Chairman's Discussion:

Gerry presented a letter from resident Roy Scherrer which included pictures of 5 areas along the riverfront that needed attention. The pictures are being reviewed by Village Maintenance for action.

Old Business:

Restroom Upgrades: Bruce reported that a contract is being awarded to Petersen Company for the restroom fixtures. The work will be completed prior to Tug Fest. Painting and new lighting are also part of the project.

Wayfinding Signs: Gerry informed that the new signs (6) had been installed by The Sign Shop last Friday.

Gallery Comments:

This part of the meeting was used to discuss a possible partnership between the Village and Ann's Helping Hands, a local non-profit business. The following issues and action items were discussed:

- The Village will not be able to provide land, a building, nor direct financial support
- Ann's is not located in the TIF District.
- Bruce will look into the possibility of the Village providing a 'Caution' sign on the bike path before reaching Ann's.
- Gerry will direct Village Maintenance to provide a large roll-off dumpster, to be located at Maintenance and used by Ann's.
- Gerry will direct Maintenance to paint 2 yellow lines outlining the bike trail in front of the store.
- Amber Craven is to give Gerry the contact for the Waste Commission to find what services they can provide.
- It was recommended that Ann's lock their dumpster as well as the storage doors.
- Gerry will advise Ann in advance of any agenda items affecting her operations.

P&Z 2015 Projects:

a. I-80 Port Byron Signs:

The project has been turned over to IDOT contractor for sign installation. They have 90 days to comply.

b. Maintain green spaces/gardens along downtown bike paths:

Todd Wiebenga, representing Aunt Rhodies, provided a General Landscape and Beds Maintenance Plan for this area. This is a priority project. The Board authorized \$500 for the development of this plan. P&Z voted to refer this proposal to the Village Board with its endorsement. It will be included on the Board's agenda for July 20th.

c. Plans/Options to develop Academy property after demolition:

This project will move to the front burner, as the demolition bid is awarded. Lou DiLauro is planning to place a sign on the property showing that it is available for development.

d. Develop a Childrens Playground in the Downtown Area:

This project has been tabled until suitable land can be obtained. Bob W. will select a new project from the Comprehensive Plan.

New Business:

a. Approve Minutes:

A motion was made by Bruce and seconded by Barb to approve the minutes from the June 10th, 2015 P&Z Meeting. All in favor. Motion carried.

b. Bruce suggested that we look into the possibility of having the existing River Taxi add a run between LeClaire and Port Byron. He was encouraged to explore this possibility.

Further Gallery Comments:

None.

Adjournment:

With no further business to come before the Commission at this time, Bruce made a motion, seconded by Bob W., that the meeting be adjourned. All in favor. Motion carried

Respectfully Submitted,

Gerry Meade
Commission Chairman

Next Meeting: Wednesday, August 12th, 2015 @ 7:00 PM at Village Hall