

**Minutes of the
Port Byron Planning and Zoning Commission
May 10th, 2017 – Port Byron Village Hall
7:00 PM**

The Planning and Zoning Commission met on Wednesday, May 10th, 2017 at 7:00 PM at the Village Hall.

Introduction:

The meeting was called to order at 7:03 PM by Chairman Gerry Meade.

Roll Call/Establishment of Quorum:

Roll Call: Present: Members Gerry Meade, Bruce Peterson, Bob Wilson, Bob Lagerblade, Scott Angelici, Sarah Ford, and Wes Wells.

Also in attendance: Doug Streeter, Patty Lindley, and Tom Stocking.

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

Building Inspectors Report: Doug Streeter presented his monthly report: 8 permits have been issued, which include a housing start, roofing, and a room edition. The property at 412 N. Main Street will be demolished due to lack of upkeep and damage (this was a dilapidated property targeted for improvement or demolition). RiverBend Pizza is still in the remodel phase, and updating for ADA compliance. Bruce asked whether the signs for the business are too large and not up to code, but likely can be grandfathered in.

Chairman's Discussion: Gerry had nothing to discuss, other than to "reinstate Mayor's comments" on new committee make-up. For the Planning and Zoning, Gerry will remain the Chair, and Trustee Lindley will also be on the Committee. Bruce will be an ad hoc member, and Bob Wilson will join the TIF Committee. Since that Committee meets only as needed, Bob W. was asked to stay in the P&Z Committee, though a decision wasn't finalized.

Gallery Comments: None

Old Business:

- a. **2014 Comprehensive Downtown Development Plan:** Gerry relayed that the plan was on the Board meeting agenda and was voted on. At the next couple meetings, a lead person will be identified to ensure updates on where the projects currently stands, and ensuring actionable items are completed.
- b. **Green Committee Update:** Sarah informed the Committee about current discussions on a farmers' market, the music park, and need to fix or update the Community Garden sign. Suggestions for the farmers' market included Dorrance Park or near the Library or community garden, but Sarah added that the new parking lot was an ideal location due to space, access to electricity, and downtown development and activity.
- c. **Economic Development Committee:** No update at this time.
- d. **Approve Minutes:** Bob L. moved and Scott seconded to approve the minutes from the April 12th, 2017 Planning and Zoning Meeting as presented. All in favor and Motion carried.
- e. **Subdivision Ordinance:** Gerry noted that the minutes contradict his discussions with MSA, and there is a need to update this ordinance, since it was last approved in 1996. He noted that Greg Crow at MSA is an ordinance specialist, and he would like Mr. Crow to put together a draft for the outdated ordinance, since there are lots of technical changes that have occurred in the last 20 years. Since \$4500 of the \$5000 allotted has been spent, there are funds still available to make something happen, which Gerry would like to do.

- f. **Memorial Stones/ Bricks-** Wes said he would like to sell bricks for the memorial, and Bruce had a sample order form to use. Bob L. asked what would be done with the money raised, and the general consensus was for improvements to the parkway. Wes said he could bring the issue before Economic Development Committee, and the item will continue to be on the P&Z agenda for the next few meetings. Scott added that a Memorial Day ceremony is scheduled at the Main Street Memorial, complete with High School Band.
- g. **EV Charging Station:** Scott presented an updated quote, which would put the cost of two charging stations and installation to \$4000, due to electrical installation costs. Discussion on the pros and cons of the station include it as a good selling point for the community, especially as a “green” community; but losing two parking spots could cause pushback from the board. Other suggested sites were by the lift station near the new playground, or by the boat launch ramp. A motion was made by Scott, and seconded by Bob W., to recommend to trustees to pursue purchasing one, possibly two, EV stations for Port Byron, depending on location, with the board having final approval on placement. All in favor and motion carried.
- h. **Bicycle Air Pump Station-** Bruce stated that the Vietnam Vets group donated \$750 for the air pump station, and it has been ordered and just needs a location. A motion was made by Bob L, and seconded by Bob W., to install the air pump station near the public restroom on Main Street. All in favor and motion carried.
- i. **Mississippi Water Taxi-** Bruce said he’d like to see a water taxi between Port Byron and LeClaire, though a feasibility study is needed. One potential for that study is Augustana College students, under the direction of Kai Swanson. Bruce added that LeClaire indicated little interest in paying for such a study, but asked to keep the item on the agenda for the next few meetings.

New Business:

- a. **June 12-13 “Bike Illinois” tour-** Wes noted that there will be music downtown to welcome the bikers, and the Economic Development Committee is part of this event planning.
- b. **Installing LED lighting at Village Hall-** Bruce said he would like to install LED lighting and will be bringing the request to the Board directly- it’s a cost effective measure, and there are rebates available that could cover up to 70% of installation costs. The Committee then began discussing the future of the Village Hall, since it is 40 years old and out of date in certain respects. Sandstrom was mentioned again as a potential site for the Village Hall, and moving the Village offices would free up room for the Fire Department, which is outgrowing the facility as well. Should the Village combine services with the library, invest in remodeling, or come up with a long range plan? Further discussions will need to be planned. Bruce also noted that MSA will be surveying the cemetery and Old Academy, and IRDC will be working on a capital development plan with MSA.

Further Gallery Comments: Tom Stocking invited the Committee to two upcoming events for the Knights of Columbus.

Adjournment

With no further business to come before the Committee at this time, Scott made a motion, seconded by Bob L., that the meeting be adjourned. All in favor. Motion carried and meeting adjourned at 8:27 p.m.

Respectfully Submitted,

Sarah Ford