

PLANNING COMMISSION MINUTES

1. Call to Order
Chairperson Dixon called to order the regular meeting of the Planning Commission at 5:30 PM at the offices of the Village of Roscommon.
2. Pledge of Allegiance
The Pledge of Allegiance was recited by those present.
3. Roll Call
Roll was taken by Walker. Members present: Don Dixon, Tim Reilly, Kris Suvada, Angela Cook. Members excused: Steven DeVault. Others present: Ron Alden, Jennie Walker
4. Approval of Minutes
Dixon asked for any discussion of the 7/18/2022 meeting minutes. There was no meeting in August of 2022. After no discussion, Reilly made a motion to approve the minutes and Cook second the motion. The motion was carried with all members present voting aye.
5. Public Comment – none
6. Old Business
 - A. Planning Commission Annual Report – The report template was reviewed by members and notes were taken of needed content. Alden will forward the Master Plan Updated Summary when completed, and previous council and planning commission minutes will be reviewed by members for additionally needed data to complete the annual report. Dixon requested that members submit information by the October planning commission meeting to work on it then and finish it by the November meeting.
 - B. Marihuana Ordinance Update – The ordinance was passed by the Village Council. Alden was contacted regarding a community concern, but concluded it was not under the Village’s purview and referred it to the business owners involved.
 - C. CDBG Grant – Alden explained the Community Development Block Grant process and protocols for receiving grant funding and shared that the Village may receive the funding soon. He stated that the money would allow for development of the currently proposed Hiawatha Park. It would exclude the pedestrian bridge at this time. An updated design layout was provided.
7. New Business
 - A. Industrial Park Water/Sewer Expansion – Alden explained the park layout, current and proposed needs for water and sewer infrastructure, and costs involved in expansion options. Current property owners’ needs, and a proposed developer needs were discussed by the members and several recommendations were shared with Alden for planning purposes. Cook requested, with support of members present, that the proposed contractor provide data and site plans before the Village considers a purchase request.
 - B. Holland House Parking Lot – Alden reported that the Holland House had been purchased and that the owner offered to sell the vacant lot to the Village. Alden shared

the owner's site development proposal and cost. He also shared an alternate plan to cut costs if the Village developed the site. Alden will continue to explore the options before considering a purchase.

C. Capital Improvement Plan – Alden reviewed each financial component of the plan and provided updates, clarifications, and proposed changes. Alden requested that members provide suggestions for the plan by the October meeting. He will provide a revised document when changes are made to current data and when proposed projects and funds are identified and added for 2027.

D. 150th Celebration – Alden updated members of the October 8 event activities and other details. He also shared plans for an indoor farmers market to be held at the River Center, one Saturday per month, from November through March.

8. Correspondence/Reports - none

9. Public Comment

Dixon requested agenda items. Members suggested a report from Troy Hall, a Holland House update, the Capital Improvement Plan Annual Review, and a Planning Commission Annual Report work session be included at the next month meeting agenda.

10. Adjournment

A motion of adjournment was made by Cook and Suvada second the motion. The motion was carried by members present. Meeting was adjourned at 7:20 PM.

Chairperson, Don Dixon

Secretary, Jennie Walker

Date