

JOINT REVIEW BOARD
Tuesday April 26, 2022

A meeting of the Joint Review Board was called to order at 1:20 p.m. by City Administrator VanLieshout in Council Chambers, City Hall, 421 Michigan Street.

Roll call: Members present were City Representative Joshua VanLieshout, Door County Representative Ken Papich, NWTC Representative Gina Van Egeren per zoom, Southern Door School Representative was absent. Also present were Community Development Director Marty Olejniczak, Finance Director/City Treasurer Valerie Clarizio, Planning/Zoning Administrator Sullivan-Robinson, Robert W Baird Representative Brian Ruechel and Office Accounting Assistant II Tricia Metzger.

Appointment of Chairperson: Moved by Mr. Papich seconded by Ms. Van Egeren to nominate Joshua VanLieshout as Chairperson of the Joint Review Board. Carried.

Appointment of Public Member:

Moved by Ms. Van Egeren, seconded by Mr. Papich to nominate Bill Chaudoir as the public member of the Joint Review Board. Carried. Mr. Chaudoir then joined the meeting.

Discuss Role of the Joint Review Board: Community Development Director Olejniczak stated the members present have had extensive experience participating on the Joint Review Board therefore discussion of the Joint Review Board role was brief.

Overview of purpose and description of the Tax Incremental District No.7 being created:

Community Development Director Olejniczak explained the City has annexed property over the years that are in the Southern Door School District. This would be the first Southern Door TID. The property located on the West side is a vacant lot that the City would like to see developed as commercial or multi-family residential. The comprehensive plan recommends either type of development. There is a developer proposing to build a 96- unit housing development on this vacant lot. However due to high construction costs they are requesting financial assistance. The Council has agreed to provide assistance through a developer financed TID loan contingent upon adoption of the TID. If this Board or the Plan Commission rejects the TID the financial assistance disappears and the property likely will not develop. Mr. Olejniczak stated the preliminary project plan presented is a one lot TID. The future use is for apartments. The project plan identifies it as a mixed- use district, that would pay off toward the end of the district. With this in mind, staff reviewed and removed the Ashland Ave intersection improvements as this project is already in process and would not be eligible for reimbursement from the TID after the fact. In addition, one street project and park improvements were scaled down which improved the proforma.

Mr. Papich questioned with the elimination of the Ashland Ave project, is the option available to allocate those costs to extending sidewalks on S Duluth Ave? Mr. VanLieshout commented that increasing the sidewalk costs in the project plan is an option as long as the TID closes out within a 5-year period before the maximum life of the TID as the City prefers not to have the projected close date run out to the last year or two.

Mr. Papich also questioned if expanding the TID boundary to the South of Hwy 42/57 would be considered. Mr. VanLieshout stated there are two areas of concern, first this TID will be in two different school districts, secondly can the City use the rights of way to connect segments of the TID or does it have to be done by adjoining or abutting parcels. Mr. Olejniczak commented the project plan could be redone with the boundaries but the opportunity to expand the district now or in the future is still an option as is creating a separate district.

Set next meeting date for formal review and action of Tax Incremental District No.7:

The next meeting date is planned for May 24, 2022 at 1:30 pm in the Council Chambers, City Hall. However, in the event there is no Zoning Board of Appeals meeting on this date the JRB will meet at 1:00 p.m.

Adjourn: Moved by Mr. Chaudoir, seconded by Mr. Papich to adjourn. Carried. The meeting adjourned at 1:38p.m.

Respectfully submitted,

Tricia Metzer
Office Accounting Assistant II