

**CITY OF ANTIGO  
CITY PLAN COMMISSION  
MINUTES OF MEETING HELD  
JULY 5, 2016**

Members Present: Mayor Brandt, Larry Steckbauer, Charley Brinkmeier, Gordon Neve, Jerry Rice and Tim Sharon

Members Absent: Alderperson Balcerzak

Others Present: Roger Musolff, Building Inspector/Zoning Administrator; Terry McLaughlin, Aspirus/CLS; Dave Schneider, Pat Tincher, Jenny Renfro, Aspirus Langlade Hospital; Mike Mohr, REI Engineering; and Jaime Horswill, Clerical/Utility Assistant.

This meeting of the City Plan Commission was called to order on the above date at 6:00 p.m. in the Multi-Purpose Room, City Hall. Mayor Brandt served as Chairperson and Jaime Horswill, Clerical/Utility Assistant, recorded the minutes thereof.

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**1. Approval of May 3, 2016 Minutes**

Neve moved, Sharon seconded, to approve the May 3, 2016, minutes as presented. Carried 6-0, Absent 1.

**APPROVED**

**2. Approval of Site Plan for Rosalia Gardens**

Dave Schneider, Aspirus Langlade Hospital, advised that back in the 1990s the hospital purchased approximately twelve acres of land on Flight Road and Langlade Road. Pine Meadow was constructed at this site in 1993, which is a forty unit apartment complex for older adults whom are physically frail. In 1998, Rosalia Gardens was constructed and attached to Pine Meadow. Rosalia Gardens is an eighteen bed assisted living facility (community based residential facility). This facility was built for older adults whom are physically frail requiring twenty-four hour supervision. Residents who need help with activities of daily living.

Mr. Schneider explained that there is a current waiting list at Rosalia Gardens. There are other facilities in Antigo, however, they are at or near capacity as well. The demand for this type of housing is significant and is more than what is currently available.

Mr. Schneider advised that it is their plan to expand Rosalia Gardens by adding a second larger facility. This facility will add approximately twenty-five beds to the existing eighteen bed facility and increase the space by approximately 19,000 square feet. The existing facility will then be used for memory care (residents who have a primary diagnosis of dementia). Three of the new rooms would be dedicated to hospice patients.

Mr. Schneider further advised that within the new facility the rooms would be larger and more contemporary. This is an exciting project with a great demand.

Mayor Brandt agreed with the need for this type of housing.

Mr. Schneider noted that conservatively they anticipate full capacity within three years.

Upon inquiry by Larry Steckbauer, Mr. Schneider advised that this will still leave plenty of area for further expansion and/or other activities. Mr. Schneider showed the commission each facility on the site plan.

Upon inquiry by Charley Brinkmeier, Mr. Schneider noted that with the available ten acres there are no immediate plans, but expansion may be necessary in the future. The community currently has a nursing home, therefore, they are not interested in pursuing that type of facility.

Mr. Brinkmeier noted that storm water issues are not present at this time, but if further expansion is discussed, this will need to be addressed. Mr. Brinkmeier has reviewed the site plans and has no problem with the plan.

Upon inquiry by Jerry Rice, Mr. Schneider advised that they are not planning on connecting the facility to the current medical building.

Upon inquiry by Mr. Steckbauer, Mr. Schneider anticipates breaking ground on this project July 11, 2016 with an occupation date of June 2017. He anticipates thirteen jobs when full.

Mr. Schneider indicated that when building Rosalia Gardens, it was really underbuilt. They should have built a twenty four bed facility, but they were trying to be respectful to area competition.

Upon inquiry by Mayor Brandt, Mr. Brinkmeier indicated that the hard surface is good. The Fire Department and ambulance personnel have looked at the plans and have no issues with it.

Terry McLaughlin, Aspirus/Community Living Solutions (CLS) noted the facilities meet many needs in the community and still meet licensing requirements. After meeting with the State Surveyor, the State views this as something they can embrace.

Rice moved, Neve seconded, to approve the site plan for Rosalia Gardens as presented. Carried 6-0, Absent 1.

## **APPROVED**

### **3. Required Update to the City's Comprehensive Plan**

Mark Desotell, Director of Administrative Services, provided a memo advising that State Statute requires that governmental agencies prepare and subsequently update a Comprehensive Plan on a 10-year cycle. The current plan was completed in late 2004 with a 2005 implementation date.

Mr. Desotell's memo further advised that the City established a \$10,000 line item within the 2016 budget process for this purpose and will be bringing a recommendation to this Committee for consideration at its August meeting. The plan update will require a commitment of the Committee's time during a series of four meetings stretched across a six to eight month period ultimately leading to a final recommendation for a Public Hearing in conjunction with a regularly scheduled Council meeting. The entire process could take up to one year to complete under the guidance of either the North Central Wisconsin Regional Planning Commission or via a consultant derived through a solicitation process.

The general process would likely progress as follows:

- Initial Draft Phase
  - 3 meetings (1.5 hours each every other month) with the Plan Commission
    - Meeting 1 – Review plan process and updated demographic information; review/approve public participation plan and review/discuss existing goals and issues.
    - Meeting 2 – Review remaining goals & some of the initial draft chapters and examine maps
    - Meeting 3 – Review the remaining initial draft chapters and examine maps
- Final Draft Phase
  - 2 meetings (1.5 hours) with Plan Commission and then Council
    - Meeting 4 – Review and make final changes to plan and maps
    - Meeting 5 - If endorsed at City Plan, set a date/time for a Public Hearing at next available Council meeting

Mr. Desotell's memo concluded by noting more information will follow in a future agenda. He anticipates a late summer/early fall start-up time for this process.

**INFORMATION ONLY**

**4. Any Other Matters**

Mayor Brandt noted that the pavilion should be going up soon. Everything has been ordered and they anticipate receiving the materials by the end of July. The site has been being prepped.

Mayor Brandt will speak with Sarah Repp, Park, Recreation and Cemetery Supervisor, about finding another location to add more Pickelball courts as it has become a very popular sport in the community.

**INFORMATION ONLY**

**5. Adjournment**

Steckbauer moved, Rice seconded, to adjourn at 6:30 p.m. Carried 6-0, Absent 1.

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Bill Brandt, Chairperson

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Date