

Minutes of Roca Planning Commission

March 27, 2024

The Roca Planning Commission met on March 27, 2024 at 6:15 p.m. in the Roca Community Center.

The meeting was called to order by Jenni Puchalla at 6:19 p.m. The following members were present: Alyssa Bartholomew, Matt Honke, Patrick Kelly, Doug Malone, Jenni Puchalla, and Lisa Schmutte. Also present were Jeff Manske and Garet Fordyce.

Approval of Minutes

The minutes of the October 3, 2023 meeting were given to members via email prior to the meeting and available in printed form.

A motion was made by Bartholomew and seconded by Kelly to approve the minutes of the October 3, 2023 meeting. Motion carried by acclamation.

OLD BUSINESS – Roca Planning Commission Membership Vacancy

The vacancy on the planning commission has not been filled yet. The vacancy is for a seat from the one-mile radius zone outside the village limits.

NEW BUSINESS – Jeff Manske Shed on Lot #5 Variance (property to the east of his residence)

Jeff Manske presented his plan for a 16' by 20' shed to be placed on Lot #5 of the property located to the east of his residence at D Street and Locust Street. The purpose of the proposed shed is a garden shed - which will not have water or electrical services.

The property does not have a house on it. The Roca Village Zoning Regulations 4.12 - Accessory Building and Uses section states that an accessory building should not be constructed on a property before the construction of a principal building. Therefore, a variance is being requested by Manske. The planning commission considered that the proposed shed would not be considered a permanent structure and that it could be removed if needed in the future. Puchalla requested that the record show that this is the second variance that Manske has requested requiring a variance - the first being the garage constructed on his property that includes his house.

A motion was made by Kelly to approve the variance and to permit the construction of the shed on Lot #5. It was seconded by Honke. The motion was carried by acclamation.

This recommendation will be shared with the Village Board regarding Building Permit 24-03.

NEW BUSINESS – Street Parking Bylaws - Abandoned Vehicles

The planning commission discussed street parking bylaws and the initial discussion resulted in a list of recommendations for the Village Board. The planning commission determined that the parking bylaws should be addressed by priority needs.

The first priority was Main Street and posting No Parking signage along Main Street - no parking zones would be in front of all main street residential housing and the Methodist church on Main Street. Businesses and the post office have parking available and the restricted parking areas would be in front of residential housing heading east to 46th Street. Safety and emergency access dictate this need.

The second priority was A street from Main Street to Roy Street - which is to be paved this year. No Parking signage along this street would need to be posted. . A concern would be the business parking from Main Street south toward Locust Street.

The next priority would be B street from Main Street to Roy Street. No Parking signage would need to be posted. A concern with this street are the residential houses along this street and the limitations that might be caused because of the road work done in this area.

The next priority would be Roy Street from A to C Street. This is the area nearest the ball diamond and is problematic during busy game nights and weekend tournaments. Parking lots are provided for the ball diamond and adequate parking is the concern. Areas of no-parking would need signage and decisions would need to be made if alternate side parking might be the solution.

The Planning Commission also would like to have some research done for alternate side parking - which would be no parking on one side of each street - for the remainder of the village streets that are residential. The proposal for the above decisions also includes contacting local law enforcement to make sure that the posted signage makes it possible to enforce the parking restrictions.

The planning commission did not discuss abandoned vehicles at this time. The planning commission is also requesting a list of other bylaws (by priority) that might need to be addressed by the village board. The rest of the quarterly meetings for the year would be focused on these situations that need to be added or changed in the Village Zoning/Regulations.

NEXT MEETING

The next meeting was not scheduled – a meeting will be scheduled between April and June 2024.

There being no further business, a motion was made by Bartholomew and seconded by Honke to adjourn the meeting at 7:34 p.m.

Respectfully submitted,

Lisa Schmutte
Planning Commission Secretary