



Minutes
Committee #3

Transportation, Construction, Public Safety and Traffic

Committee #3 met Tuesday, January 24, 2016 at 4:45 pm in the City Hall Council Chambers, 30 West Central Street, Chippewa Falls, WI.

Committee Members present: Paul Olson and Robert Hoekstra

Council Members present: Paul Nadreau and Chuck Hull

Others present: City Attorney Robert Ferg, Director of Public Works/City Engineer/Utilities Manager Rick Rubenzer, Police Chief Matthew Kelm, Fire Chief Mike Hepfler, Building/Zoning Inspector Paul Lasiewicz, City Clerk Bridget Givens, and those on the attached sign-in sheet.

The meeting was called to order at 4:45 pm.

1. Discuss Special Use Permit from Trinity United Methodist Church (201 W Central Street) for tiny houses. Possible recommendations to the Council.

Councilor Hull indicated that he had requested the Committee meet to discuss the Special Use Permit prior to the public hearing on February 7, 2017. He felt that the Council would need some definition/parameters to consider in moving forward.

Trinity has licensed the tiny houses as RV's. The Fire Department and Building/Zoning Department have concerns as it is hard to find a standard of safety for the occupants. RV's are built to ANSI standards and it is unclear as to whether those would apply to the tiny houses as well based upon their licensing status. Ultimately, there needs to be a standard that these houses are built to and inspected for compliance. It is a matter of determining what standard is applicable.

Concerns were reviewed including sanitary facilities maintenance and disposal, potable water, electrical connections, placing a larger window in the home to allow another form of egress, among others. There was also discussion relative to the screening procedure for occupants, the anticipated involvement of the Police Department, and the proposed contract with the occupants. Representatives of Trinity advised that this is temporary housing and is not meant to be long-term. Occupants will sign contracts for seven days or less at a time which can be renewed in seven day increments if approved.

Police Chief Kelm questioned the legal status of the occupants inquiring if they would be considered guests or tenants and the applicability of the Fair Housing Act. It was indicated that the same screening criteria would be utilized for every applicant. Inspector Lasiewicz stated that he would like the screening process in writing so something could be outlined or referred to in the Special Use Permit. Councilor Hoekstra indicated that the City could regulate this to the point of making it unattainable. In the end, the City wants to ensure the safety of the occupant and the public.

It was questioned if the church's insurance would cover these tiny houses, which the representatives indicated it would.

Following additional discussion relative to the Special Use Permit Process, the Committee directed that the concerns generated by City staff be provided to Mike Cohoon of Trinity. Mr. Cohoon will respond to those concerns and City Engineer Rubenzer will incorporate the concerns and responses in the Special Use Permit.

It was further directed that a Special Use Permit be drafted and brought back to Committee #3 for consideration prior to the public hearing on February 7, 2017.

2. Adjournment

Motion by Hoekstra/Olson to adjourn at 6:13 pm. **All present voting aye, motion carried.**

Minutes submitted by:
Paul Olson, Chair

Committee #3 Sign-in Sheet – January 24, 2017

NAME	ADDRESS
Kew Froelich	22940 Cts Hwy X
Mike Cohoon	463 Greenwood Ct CF
Ruth Rosenow	

Bridget Givens

From: Bridget Givens
Sent: Friday, January 20, 2017 2:12 PM
To: Paul Olson; rbh.dmin@gmail.com
Subject: Committee #3

Hello-

Below are concerns regarding the tiny houses as outlined by the Fire Chief and Building/Zoning Inspector.

Thank you,

Bridget

As a fire department we would recommend the following requirements (from Mike)

- Each "home" must have a smoke detector, carbon monoxide detector and fire extinguisher (maintained annually).
- Only listed vent gas (LP or natural) heaters or electric heat will be permitted in the "homes".
- The site must include an outdoor location to store and secure LP gas containers.
- No tents, canopies or tarps will be permitted on site.
- No outdoor fires will be ignited or kindled on the site. Grills may be used for cooking. Minimum 10' clearance from structure.
- Provide and maintain a vertical clearance of 13'-6" over the drive lanes.
- Internal drive isles must be at least 15 feet wide.
- Highly encourage no smoking inside the structure.

I have the following concerns for Tiny Homes for the Homeless.(from Paul)

1. Sanitary facilities maintenance and disposal. Access to a potable water supply?
2. Garbage receptacles and pickup.
3. Proper electrical connections for tiny home (camper). Ground Fault Circuit Interrupter / Weather Resistant receptacle with an in-use cover.
4. A designated person in charge of maintenance with contact number in case of complaints/issues.
5. Proper screening of homeless to verify compliance with probation/parole/registration requirements.
6. A time frame to re-evaluate the permit and address any unforeseen issues or make amendments to the permit.
7. Designated parking spaces (per ord. 1.5 spaces per unit) No inoperable vehicles.
8. No open storage including loaded trailers.