

**MINUTES OF THE ALTOONA, WI  
REGULAR PLAN COMMISSION MEETING  
February 8, 2016**

**(I) Call Meeting to Order.**

The meeting was called to order by Mayor Jack Blackburn at 6:00 p.m. held in the Council Chambers at Altoona City Hall.

**(II) Roll call.**

Members present: Mayor Jack Blackburn, Craig Olsen, Brendan Pratt, Larry Sturz, Kimberly Devereaux, Michael Vaughan and Andrew Schlafer

Also Present: City Administrator Mike Golat  
Building Inspector Eric Velin  
Paul Johnson, Arnies Service Center

**(III) Citizen Participation Period.**

Motion by Devereaux/Olsen to close Citizen Participation Period. **Motion carried.**

**(IV) Approval of minutes.**

Motion by Vaughan/Sturz to approve the minutes of the December 14, 2015 Regular Plan Commission meeting. **Motion carried.**

**(V) Unfinished Business** – none.

**(VI) New Business**

**(1) Discuss CSM Concept for parcels in the southwest quadrant of River Prairie to split one parcel into two parcels to accommodate sale of property by the City.**

City Administrator Golat explained the concept plan to divide a parcel in the southwest quadrant of River Prairie into two parcels to accommodate sale of property by the City. Golat noted that the City has accepted an offer from Ace Hardware to purchase one of the lots from the City (lot 4) and, therefore, the City is required to create a lot for sale. Golat mentioned that Ace Hardware needed about 2 acres of buildable lot, so the lot line between lot 4 and 5 will have to be moved over to accommodate the sale of the lot.

No formal action on this item.

**(VI)(2) Discuss CSM Concept for parcels in the northeast quadrant of River Prairie, namely to divide the following parcel into two lots: Parcel #201-2354-05-020, being lot 2 of CSM Volume 16, page 354, map #2962.**

City Administrator Golat explained the concept plan for a CSM in the northeast quadrant of River Prairie to divide the following parcel into two lots: parcel #201-2354-05-020, being lot 2 of CSM Volume 16, page 354, map #2962. The CSM will allow the developer to move forward with construction of a new building that will be home to Northwestern Bank. Golat gave some background information regarding the previous CSM's and buildings on the other lots in the northeast quadrant of River Prairie.

No formal action on this item.

**(VI)(3) Discussion related to aesthetics of Spooner Avenue Corridor; possible action to follow.**

City Administrator Golat explained that Mayor Blackburn, Council members and City Administrator Golat received a letter February 5 from resident Dave Devney related to the aesthetics of the Spooner Avenue Corridor. Mr. Devney noted that several of the properties along Spooner Avenue are poorly maintained and/or are not cleaned up. As a follow up to Mr. Devney's letter, Mayor Blackburn requested this item be placed on the Plan Commission agenda for discussion. Golat commented on the current services at Arnies Service Center on Spooner Avenue. Those services include: vehicle repair and maintenance, towing, impound yard, Kadlec Pump Services, propane sales, and pressure washer sales/services. Golat commented that all the services except for the Taxi Service, which were in existence back then was permitted. Plan Commission reviewed conditions that were imposed and everything was in compliance. In 2006, there was discussion regarding a fence for screening purposes for the dumpsters, but the Plan Commission at that time decided not to impose that condition. Golat indicated that Mr. Devney also commented on the Depot and noted that it's not aesthetically pleasing. Devney also asked if the County Highway Shop building could be re-painted. Plan Commission members brought up the graveled parking lots, and the time frame to get parking lots paved. City Administrator Golat asked if staff should put this item on a future Council meeting to enforce businesses to get the graveled parking lots paved. Plan Commission Members agreed that improvements should be made on Spooner Avenue.

Paul Johnson of Arnies Service Center was present to talk about his business operation on Spooner Avenue. City Administrator Golat explained the conditional use for Arnies Service Center. Mayor Blackburn commented that if Arnies Service Center could minimize the number of vehicles currently on the lot and put screening around the dumpster; that would improve the aesthetic of the lot. Johnson agreed to get the dumpster screened and reduce the number of cars that are retained on the property.

**(VII) Miscellaneous Business and Communications.**

City Administrator Golat updated the Plan Commission members regarding sale of lots in the northwest quadrant of River Prairie.

**(VIII) Adjournment.**

Motion by Sturz/Devereaux to adjourn at 6:57 p.m. **Motion carried.**

Minutes transcribed by Cindy Bauer, Altoona City Clerk