

**MINUTES OF THE ALTOONA, WI
REGULAR PLAN COMMISSION MEETING
June 4, 2018**

(I) Call Meeting to Order.

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

(II) Roll call.

Members present: Brendan Pratt, Andrew Schlafer, Bill Hoepner,
 Andraya Albrecht, Barbara OasHolmes, and Matt Biren

Also Present: City Planner Joshua Clements
 City Clerk Cindy Bauer

Members Absent: Dean Roth

(III) Citizen Participation Period.

Motion by Biren/Hoepner to close Citizen Participation Period. **Motion carried.**

(IV) Approval of minutes.

Motion by OasHolmes/Biren to approve the minutes of the May 7, 2018 Plan Commission meeting. **Motion carried.**

(V) Unfinished Business

City Planner Clements mentioned that staff continues to get a committee started for housing. Clements commented on a workshop being held on Wednesday, June 6, 2018 at the Eau Claire Children's Museum pertaining to housing in the Chippewa Valley.

Commission Member Hoepner asked about the status of Arnie's Service Station Conditional Use. City Planner Clements commented on the conditional use timeline.

(VI)(1) Discuss/consider recommendation to City Council regarding a Certified Survey Map (CSM) with the City of Altoona's Extraterritorial Jurisdiction to subdivide parcels #024-1098-08-000 and #024-1099-04-000 at 7732 US Highway 12. (Public Hearing at the June 14, 2018 Council Meeting).

City Planner Joshua Clements referred to the Extraterritorial Agreement and Certified Survey Map. Clements explained that the petitioner holds ownership interest in 27.85 acres in two tax parcels in the Town of Washington, fronting Highway 12, approximately 1.0 mile east of the City municipal boundary. This proposed Certified Survey Map would subdivide the two parcels into four to enable expansion of an existing self-storage business. The property is within the City's 1.5-mile extraterritorial jurisdiction to regulate land divisions. Altoona Municipal Code prohibits creation of parcels less than ten acres within this jurisdiction in order to further orderly and efficient City development. Chapter 18.20.040 provides a procedure for review and approval of land divisions that create smaller lots provided the land use and arrangement is consistent with adopted City Plans, and that the petitioner enter into an agreement with the City and Town to require annexation and provision of utilities when the property becomes contiguous to City limits. The proposed use (commercial/industrial) is consistent with the City's Future Land Use Plan (2009 Comprehensive Plan).

City Planner Clements explained that the Extraterritorial Agreement is consistent with Altoona Municipal Code that provides for future annexation and utility connections. The CSM has been successfully reviewed by Eau Claire County Planning & Development. The Agreement was approved by the Town of Washington Town Board on May 17th, 2018. The City Council will consider the Agreement on June 14th.

Motion by Schlafer/Hoepne to recommend to Council approval of the proposed Certified Survey Map for parcels #024-1098-08-000 and #024-1099-04-000. **Motion carried.**

(VII) Miscellaneous Business and Communications.

(VIII) Adjournment.

Motion by Biren/Hoepner to adjourn at 6:24 p.m. **Motion carried.**

Minutes transcribed by Cindy Bauer, Altoona City Clerk