

**MINUTES OF THE ALTOONA, WI
SPECIAL PLAN COMMISSION MEETING
September 22, 2020**

(I) Call Meeting to Order.

The Special Plan Commission meeting was called to order by Mayor Brendan Pratt at 5:30 p.m. held on zoom Teleconference/video conference due to Coronavirus COVID-19.

(II) Roll call.

Members present: Brendan Pratt, Tim Sexton, Matthew Biren, Bill Hoepner,
 Andraya Albrecht, Barbara Oas-Holmes and Dean Roth.

Also Present: City Planner Joshua Clements
 Management Analyst Roy Atkinson
 City Clerk Cindy Bauer

Mary Proznik, River Bend Property for the River Prairie Condo Plat –
Townhomes.
Lee Harenza, Spooner Avenue Apartments II.

(III) Citizen Participation Period.

Mark Schley, Foxboro Property, 2329 E. Clairemont Ave, Eau Claire has property on Twin Oak Drive. Schley was questioning the abandoned/vacated road between Twin Oak Drive and 10th Street and would like to know what the City's intention is. Schley would oppose if the road was being put back on the official map due to the proximity of his rental being so close to the road.

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

(IV) Unfinished Business.

(1) Public Hearing at 5:30 p.m. or as soon thereafter as possible regarding a Preliminary Plat (Condo Plat) for River Prairie Townhome Condominium.

Mayor Pratt opened the public hearing at 5:39 p.m.

City Planner Joshua Clements referred to the following:

- Proposed Condominium Plat for River Prairie Townhome Condominium
- Proposed Declaration of Covenants and Restrictions for River Prairie Townhome Condominium
- Proposed By-laws of the River Prairie Townhome Condominium Owner Association
- Public Hearing Notice Mailing List

City Planner Clements gave a presentation regarding the Preliminary Plat -River Prairie Townhouse Condominium. The proposed Condominium Plat is consistent with the Specific Implementation Plan for River Prairie Townhome, consistent with the General Implementation Plan and Specific Implementation Plan approved at the City Council Meeting on August 27th. City Planner Clements noted that all comments and letters have been submitted to the Plan Commission for the record.

Mary Proznik, River Bend Property works with the developer of this project, commented on the Condominiums Townhomes in general and the design of this particular development/layout.

The following Altoona residents commented on the Preliminary Plat (Condo Plat) for River Prairie Townhome Condominium.

Clint Merrick, 1900 Moonlight Bay Drive, is opposed to the development.

Kristi Goettl, 2120 Moonlight Bay Drive, is opposed to the development.

Yuri Ripeckyj, 1304 Lake Road, supports housing development in this area, but not the density layout on that property.

Mike Vaughan, 2103 Moonlight Bay Drive, commented on his previous involvement while serving on the Plan Commission.

Danielle Johnson, 1604 Lake Road, commented on her opposition to the development.

Nicole Walker, 2112 E. Willson Drive, is not opposed to the building but to the density layout on that property.

Beverly Olson, 703 No. Moonlight Drive, commented on the green space loss for this development.

Jeremy Nimz, 199 Park Road, is opposed to this development.

Jeff Goettl, 2120 Moonlight Bay Drive, commented on previous developments around the area. Goettl is concerned with the density layout.

Tyler Tomesh, 2409 Timber View Court, commented on previous developments around the area. Tomesh asked to keep the zoning of single-family housing to single family housing.

Paul Johnson, 1604 Lake Road, is in opposition of this development, mainly due to the density layout.

Emily Blaskey, 2004 E. Willson Drive, commented on the history of the bike trail and the collaborate effort of Altoona Outdoor and the City of Altoona. Blaskey was concerned with the safety of the pedestrians and bikers

Kelly Rugotzke, 2403 Lake Court and neighbor at 2401 Lake Court is in opposition of this development.

Natalia Ripeckyj, 1304 Lake Road, is in opposition to this development.

Motion by Sexton/Hoepner to close the public hearing at 6:35 p.m. **Motion carried.**

(IV)(2) Discuss/Consider recommendation to Council regarding Preliminary Plat and CSM for River Prairie Townhome Condominium.

City Planner Clements summarized the minutes from the September 8, 2020 meeting in which the Plan Commission held a public hearing on the preliminary plat, and recommended approval by 5-1 vote. All requirements of State Statutes regarding plats were followed for that hearing. The City Ordinance stipulates the requirement for mailing of notices for a preliminary plat, with the clause the failure to provide such notice is not grounds to invalidate any action. Therefore, no further action by the Plan Commission is required.

If the Plan Commission does not take action, the 5-1 recommendation rendered on September 8th will be considered by the Council.

Plan Commission Members made some comments about this project.

Motion by Oas-Holmes/Bill Hoepner to take another vote from the Plan Commission members regarding the Preliminary Plat.

Discussion followed from Plan Commission Members regarding the process and communication. Plan Commission Members suggested that the Developer be at the Council

Meeting to address any questions or concerns. Jason Griepentrog, Developer of this development joined the Plan Commission Meeting.

Motion by Oas-Holmes/Hoepner to not recommend approval of the Preliminary Plat and CSM for River Prairie Condominium. Clerk Bauer explained this is a negative vote, so voting yes would be to not recommend approval to Council and voting no would be to approve the Plat. Roll call vote, 3-ayes, Oas-Holmes, Hoepner, Roth, 3-nayes Albrecht, Biren, Sexton, tie vote. Mayor broke the tie vote with a nay vote. **Motion failed 3-4 to not recommend approval of the Plat.**

(V) New Business

(1) Discuss/Consider approval of a Site Plan for Lot 18 in the Prairie View Ridge Development.

City Planner Clements referred to the following:

- Proposed Site Plan, Lot 18 Prairie View Ridge
- Staff Report 20-09G

The Site Plan for Lots 18 in the Prairie View Ridge developments illustrates a 12-dwelling apartment building with associate parking and site features. Lot 18 is located at the corner of Baumbach Way and Hong Street, and is approximately 0.90 acres zoned R-3.

Each dwelling unit is two bedrooms ranging from 1,150 – 1,192 ft², each with one-car attached garage, as well as sufficient space to park a vehicle in front of each garage. The proposed building materials are predominately Smartboard composite lap siding, veneer stone, asphalt shingles and aluminum facia.

Stormwater swales are included on the site, directing to the system designed for the subdivision.

Staff recommends approval of the Site Plans with the following modifications:

1. Connect the building walkway to the multi-use trail to the north and to the east, approximately as indicated in the Staff Report.
2. Site Landscape - Tree selection shall be native or hybrid native canopy tree species as defined by the Wisconsin Department of Natural Resources. No single species shall be greater than 33% of the specimens on the site. Trees shall be a minimum of diameter of 2 ½ inch caliper at planting.
3. Add bicycle parking fixtures (minimum of four spaces, two “U” racks) consistent of § 19.52.030 (D).

Motion by Roth/Hoepner to approve the Site Plan for Lot 18 in Prairie View Ridge with staff recommended modifications. **Motion carried.**

(V)(2) Discuss/Consider approval of a Site Plan for Parcel 201100607150, “Spooner Avenue Apartments II”.

City Planner Clements referred to the following:

- Proposed Site Plan, Haremza Spooner Avenue Apartments II

- Staff Report 20-09I

The proposed Site Plan for illustrates a 22-dwelling building on the approx. 0.99-acre (43,124 ft²) property zoned R3 Multiple Family Dwelling District. The property fronts Spooner Avenue, east of Fairfax Street and CCF Bank, but has no public access from that frontage. Access is provided via shared access easement from Fairfax Street to the west.

There is a total of 48 bedrooms in the 22-dwelling building. The total includes 8 one-bedroom, one bath 832 – 902 ft²; 8 two bedroom 1,142–1,327 ft²; and 6 three bedroom, 1 ¾ bath at 1,350 ft². All dwellings include patios and/or balconies.

The building includes ten attached garage stalls, five of which are ADA accessible. There is an additional six stall detached garage, and seventeen surface stalls, for a total of thirty-three spaces.

The site features small storm water infiltration areas as well as an overflow connection to the storm water pond on the adjacent site. This pond in turn overflows to the City stormwater utility.

Lee Haremza, Developer of the Spooner Avenue Apartments II was present to answer any questions Plan Commission Members had regarding the site plan.

Staff recommends approval of the Site Plans with the following modifications (8):

1. Add bicycle parking fixtures (minimum of four spaces, two “U” racks) consistent of § 19.52.030 (D).
2. Site Landscape – Add native canopy trees approximately as illustrated (7).
3. Site Landscape - Tree selection shall be native or hybrid native canopy tree species as defined by the Wisconsin Department of Natural Resources. No single species shall be greater than 33% of the specimens on the site. Trees shall be a minimum of diameter of 2 ½ inch caliper at planting.
4. The refuse enclosure shall be complete screening, gated and constructed of materials substantially similar or complementary to those of the principal building.
5. The garage structure design and materials shall match the principal building.
6. The Fire Department Connection (FDC) shall be 4” STORTZ, location shall be reviewed and approved by Altoona Fire Department.
7. The owner shall coordinate with the City to accomplish a pedestrian connection along the west side of the parcel.
8. Implementation of the utility connection as proposed shall require entering into a Development Agreement with the City.

Motion by Biren/Hoepner to approve the Site Plan for Spooner Avenue Apartments II with staff recommended modifications. **Motion carried.**

(V)(3) Discuss/Consider recommendation to Council regarding Ordinance 9C-20 amending the City's Official Map.

City Planner Clements referred to the following:

- Staff Report 20-09G
- Proposed Ordinance 9C-20 Official Map Amendment
- Ordinance 09A-02

City Planner Clements explained that the portion of previously platted Evening Trail between North 10th Street and Twin Oak Drive was vacated with Ordinance 09A-02. This vacation was conducted in association with the realignment of North 10th Street, part of a larger project with the HW53 Bypass, which reconfigured several local roads and resulted in the current configuration. For whatever reason, the City did not follow-up and update the City's Official Map with a new alignment of Evening Trail. The design of North 10th Street included a full road intersection to receive a public way between Twin Oak Drive and North 10th Street, reflecting that intention.

Clements noted that as stated in Ord. 09A-02, the City maintains a utility easement over the entire previous alignment of Evening Trail. It is expected that, when the owner of the intervening property seeks development, that easement may be vacated in exchange for dedication and completion of the right-of-way connection between Twin Oak Drive and North 10th Street. Clements said that New Pine Drive - Twin Oak Drive is a 1,790-foot-long cul-de-sac with no alternative access. As shown in Staff Report 20-09G, this area is approximately 18.3 acres, and includes 92 dwellings in 25 buildings, in additional 186 units in assisted living facilities located at 2512 New Pine Drive and 342 Twin Oak Drive. This creates significant challenges for public safety and public works operations, as well as limited mobility options for residents.

The connection is strongly recommended by: Public Works, Police, Fire, and City Planning.

Danielle Johnson, 1604 Lake Road, asked what purpose would this road serve the residents of Altoona except disrupt the residents on Twin Oak Drive.

Motion by Hoepner/Sexton to recommend to Council approval of Ordinance 9C-20 amending the City's Official Map. **Motion carried.**

(V)(4) Discuss/Consider recommendation to Council regarding CSM to subdivide parcel 024109905000 located at 7739 US HW12 in the City's Extraterritorial Jurisdiction and accompanying ETJ Agreement.

City Planner Clements referred to the following:

- Proposed CSM, East Shore Drive
- ETJ Agreement

City Planner Clements explained that the proposed CSM subdivides a 8.55-acre parcel located at 7739 U.S. Highway 12 in the Town of Washington, within the City's 1.5-mile extraterritorial jurisdiction. The property features an existing house. The proposed CSM creates a 1.68-acre parcel including the existing home and a 6.87-acre parcel. The owner of the property,

Mr. John Kelly, also owns the adjoining 10.145-acre parcel at 7825 Prill Road, Chippewa Valley Growers, from which an access easement to the subject property is shown on the CSM. Clements noted that the City's ETJ provisions prohibit land divisions that create parcels smaller than ten acres unless the owners agree to enter into an agreement such that the property be incorporated into the City and connect to municipal utilities at such time that the property becomes adjacent to the City or utilities become available.

John Kelly, owner of 7739 US. Hwy 12, was present to answer any questions Plan Commission Members had regarding this CSM and ETJ Agreement.

Motion by Biren/Oas-Holmes to recommend approval of the ETJ CSM and ETJ agreement. **Motion carried.**

(VI) MISCELLANEOUS BUSINESS AND COMMUNICATIONS

(1) Proclamation Recognizing October as Community Planning Month

City Planner Clements explained that October of each year is designated as Community Planning Month. Due to the Covid-19 pandemic, APA has not generated model material for Community Planning Month this year, so this proclamation highlights the general importance of planning in light of the many profound events and influences of the past year. This Proclamation is on the September 24, 2020 Council Meeting recognizing October as Community Planning Month.

(2) Windsor Forest Place - UW Madison Landscape Architecture Student Capstone Project

City Planner Clements referred to the following:

- Community Design and Planning Services Application - Windsor Forest Place

Clements explained that Staff successfully pitched a design project to the UW Madison Landscape Architecture Community Design and Planning Services senior capstone project for "Windsor Forest Place". Enclosed is the successful application and the solicitation. As described in the enclosed documents, over the course of the next 9 months, City staff and the steering committee will guide this student to create a design product. The student will spend most of the fall semester completing background research and community engagement work, including visits to the site. Staff met with the student on September 22nd to begin this project. Engagement may include a neighborhoods survey and a work session with the Plan Commission. During the spring, the student will predominantly be preparing the design elements, and will present his work to the Plan Commission upon completion. No action at this time.

(3) Transit Development Plan

City Planner Clements noted that Eau Claire Transit is in the midst of its 5-year update to its Transit Development Plan. The consultant team is in the second phase of public engagement, which includes use of a virtual tool called a WikiMap. This tool allows people to provide place-based comments and other feedback, such as used or desired destinations, concerns, facility condition, general comments, and an option to draw "ideal" routes. This WikiMap is available online <https://wikimapping.com/Eau-Claire-Transit-Development-Plan.html>. Please carefully consider and provide feedback, and distribute to your friends, family and other connections. The input period is expected to be approximately one month.

Plan Commission Member Roth brought up the question regarding if there should be signage on the Lake Road property for future development.

Danielle Johnson, 1604 Lake Road commented that in the future, there should be proper notification on a property if development is proposed to occur.

(VII) Adjournment.

Motion by Hoepner/Roth to adjourn at 8:35 p.m. **Motion carried.**

Minutes transcribed by Cindy Bauer, Altoona City Clerk