

**MINUTES OF THE ALTOONA, WI
REGULAR PLAN COMMISSION MEETING
December 14, 2021**

(I) Call Meeting to Order.

The 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, Dean Roth,
Ben Trachsel and Bill Hoepner.

Also Present: City Administrator Mike Golat
City Clerk Cindy Bauer
Management Analyst Roy Atkinson

Absent: Andraya Albrecht

(III) Citizen Participation Period.

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

(IV) Approval of minutes.

Motion by Sexton/Hoepner to approve the minutes of the November 9, 2021 Regular Plan Commission meeting. **Motion carried.**

(V) Old Business - none

(VI) New Business

(1) – Discuss/Consider approval of the Final Plat for River Prairie Townhomes

City Planner Josh Clements referred to the following materials:

- Final Plat, River Prairie Townhomes
- Declaration of Covenants and Restrictions (2021-0731)
- Bylaws - The River Prairie Townhomes Owners' Association, Inc. (2021-0731)

City Planner Clements explained that the combined General and Specific Implementation Plan, as well as the Preliminary Plat, for River Prairie Townhomes was approved by the City Council on June 10th, 2021. The developer is seeking to move forward to finalize the Plat for River Prairie Townhomes to record the document and commence construction permitting activities in 2022. The Final Plat appears consistent with the Preliminary Plat and the Specific Implementation Plan. Clements said the Final Plat action and Development Agreement is scheduled to be considered by the City Council on December 16th.

City Planner mentioned that he reviewed the Declaration of Covenants and Restrictions and the Bylaws for The River Prairie Townhomes Owners' Association and found them to be acceptable.

Discussion followed regarding the enforcement of the restrictive covenants. Enforcement should be to the homeowner's association and not to the City of Altoona.

Motion by Biren/Hoepner to recommend approval of the Final Plat for River Prairie Townhomes subject to checking the bearing on the easement and amending the covenants to remove section 13.10 regarding city enforcement. **Motion carried.**

(VII) Miscellaneous Business and Communications.

City Planner Clements told Plan Commission Members to set aside January 20, 2022 for a workshop for the neighborhood east plan with Vandewalle and Associates.

City Administrator Golat recognized Josh Clements as the City Planner and thanked him for his service with the City of Altoona.

New Plan Commission Member Ben Trachsel introduced himself and gave some history to the Plan Commission Members.

(VIII) Adjournment.

Motion by Roth/Hoepner to adjourn at 5:53 p.m. **Motion carried.**

Minutes transcribed by Cindy Bauer, Altoona City Clerk