

**MINUTES OF THE ALTOONA, WI
SPECIAL PLAN COMMISSION MEETING
January 25, 2022**

(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, Ben Trachsel and Bill Hoepner, Dean Roth, and Andraya Albrecht.

Also Present: City Planner Joshua Clements
Assistant City Administrator Roy Atkinson
Jackie Mich and Ben Rohr, Vandewalle & Associates

(III) Citizen Participation Period.

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

(IV) New Business

(1) – Presentation and facilitated discussion by Vandewalle & Associates regarding Draft 1 of the City of Altoona Comprehensive Plan, Chapters 1 - 4.

City Planner Josh Clements explained the reason for the Special Plan Commission Meeting.

Clements explained that enclosed for Plan Commission Members is the first draft of Chapters 1-4 of the Comprehensive Plan. Staff provided comments over the past two weeks. Additional staff comments and contributions are anticipated as we collaborate to determine how to faithfully incorporate your contributions and engage with other key stakeholders.

Ben Rohr and Jackie Mich was present to facilitate a discussion regarding comments and feedback regarding the draft, utilizing the policy questions in the enclosed Memo as specific areas to explore.

City Planner Clements noted that the remaining half of the draft Plan as well as the appendices will be discussed at the February 8th Plan Commission meeting. The draft plan is available upon request. **No Action.**

Mayor Pratt left the meeting around 7:00 p.m.

Next Steps – Timeline:

- 1/25/2022 Special Plan Commission Meeting: Review Part 1
- 2/8/2022 Plan Commission Meeting: Review Part 2
- 2/17/2022 East Neighborhood Plan Public Meeting (tentative) from 6-8 p.m. at the Fish House.
- February Complete Comprehensive Plan Draft (Draft 3 – with East Neighborhood Plan)
- March Public Open House & Joint Plan Commission/City Council Meeting to Review Final Draft with East Neighborhood Plan
- May Joint Plan Commission/City Council Public Hearing and Adoption.

(VII) Miscellaneous Business and Communications.

Assistant City Administrator Atkinson updated the Plan Commission Members regarding the City Planner Position.

(VIII) Adjournment.

Motion by Sexton/Trachsel to adjourn at 7:31 p.m. **Motion carried.**

Minutes transcribed by Cindy Bauer, Altoona City Clerk