

**MINUTES OF THE ALTOONA, WI
REGULAR PLAN COMMISSION MEETING
August 16, 2022**

(I) Call Meeting to Order.

The meeting was called to order by Mayor Brendan Pratt at 5:30 p.m. held in the Council Chambers at Altoona City Hall.

(II) Roll call.

Members present: Brendan Pratt, Matt Biren, Ben Trachsel, Andraya Albrecht
and Bill Hoepner.

Also Present: City Planner Consultant Joshua Clements
City Planner Taylor Greenwell
City Clerk Cindy Bauer

Absent: Plan Commission Member Dean Roth.

(III) Citizen Participation Period.

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

(IV) Approval of minutes.

Motion by Hoepner/Trachsel to approve the minutes of the July 12, 2022, Regular Plan Commission meeting and the minutes of the July 14, 2022 Joint Council and Plan Commission Meeting. **Motion carried.**

(V) Old Business - none

Mayor Pratt recused himself from agenda item 1.

(VI) New Business

(1) Discuss/Consider recommendation to Council regarding an appeal to rezone 18.25 acres located at 257 Bartlett Avenue (Parcel #201102401000, Lot 1, CSM 3757) from R-1 One Family Dwelling District (temporary assignment) to confirmation of zoning TH Twin Home District and R3 Multiple Family Dwelling District as submitted by Craig Wurzer.

City Planner Consultant Josh Clements referred to the following:

- Staff Report 22-08A
- Application for Rezoning
- Rezoning Application Package
- Proposed Ordinance 8A-22

Clements explained that the City Council approved the Preliminary Plat for “Bartlett Crossing” on July 14, 2022, which comprised approximately 18.25 acres located at 257 Bartlett Avenue, annexed to the City on June 23rd. Per Altoona Municipal Code, the property is assigned R1 Zone until the Plan Commission recommends and Council approves another district.

The easterly 5.49 acres of the territory is proposed for TH Twin Home Zoning assignment, to be developed as 24 twin home lots. The westerly 12.76 acres is proposed for R3 Multiple Family Dwelling District Zoning assignment, to be developed with 162 dwellings. These dwellings are in two general configurations: townhouse-style apartments in 8-, 10-, and

14- dwelling structures, and two 12-dwelling “barbell” configurations similar to those developed in the Prairie View Ridge subdivision.

Clements noted that the public hearing is scheduled for the August 25, 2022 City Council Meeting.

City Planner Consultant Clements mentioned that after further review, staff recommendation is to approve the zoning assignment as proposed and assigning Outlots 2-5 as P-Public and Conservancy.

Mark Erickson, Everyday Surveying was present to comment on discussions he has had with City Engineer David Walter regarding the eastern entrance in to Kayson Place.

Motion by Hoepner/Trachsel to recommend to Council approval of Ordinance 8A-22 rezoning 18.25-acres as amended reflecting Outlots 2-5 as P-Public and Conservancy. **Motion carried.**

Mayor Pratt returned to the meeting.

(VII) Miscellaneous Business and Communications.

Clerk Bauer introduced Assistant City Administrator Richard Downey to the Plan Commission Members.

(VIII) Adjournment.

Motion by Hoepner/Trachsel to adjourn at 5:48 p.m. **Motion carried.**

Minutes transcribed by Cindy Bauer, Altoona City Clerk