

**MINUTES OF THE ALTOONA, WI
REGULAR PLAN COMMISSION MEETING
December 13, 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, Andraya Albrecht, Bill Hoepner
Dean Roth, Ben Trachsel and Sue Rowe.

Also Present: City Planner Taylor Greenwell
City Administrator Mike Golat
City Clerk Cindy Bauer

(III) Citizen Participation Period.

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

(IV) Approval of minutes.

Motion by Biren/Trachsel to approve the minutes of the November 15, 2022, Regular Plan Commission meeting. **Motion carried.**

(V) Old Business - none

(VI) New Business

(1) Presentation of Altoona Container Park project

City Administrator Mike Golat provided an Overview and presentation of the upcoming Altoona Container Park project for the Altoona Downtown area. This project will be brought forth at a future Plan Commission Meeting as the project is further along in the planning stages.

City Administrator Golat gave some background information how this project came about.

- Partner up with Containers Up, based out of Milwaukee, WI.
- Project Values.
- Revitalize and Strengthen Our Downtown.
- Creation of Unique Public Space.
- Highlight Sustainability Efforts.
- Park Layout.
- Think Inside the Box Challenge
- Areas of Focus.

City Planner Taylor Greenwell commented on the zoning components/site plan of the project.

(VI)(3) Tax Increment Financing District Training Presentation

City Administrator Mike Golat gave some background information on Tax Increment Financing. Golat used the presentation offered by the City's Financial Advisors Ehlers.

- What is Tax Increment Financing.
- Joint Review Board.
- Building Blocks: TID Tax Levies.
- Building Blocks: TIF Cash Flows.
- Why use TIF – The Intent.
- Return on Investment.
- Implementation – TID Creation Requirements.
- District Types.
- Project Plan Requirements.
- The “But For” Test.
- TID Creation Procedure.
- Eligible Project Costs.
- Expenditure Period.
- Maximum Life of a TID.
- Financing.
- Developer Agreements.
- Altoona's Tax Increment Districts
 - TID #2 - Altoona Business Park near Altoona Family Restaurant
 - TID #3 - River Prairie
 - TID #4 - Curt Manufacturing Area

(VI)(2) Land Use / Municipal Planning Processes Plan Commission Training

City Planner Taylor Greenwell provided training on land use planning and general municipal planning. Greenwell gave some background information and summarized the following:

- Plans/Planning Documents.
- Types of Land Use Decisions.
- Land Use Authorities – Altoona.
- Due Process in Planning / Land Use.
- Types of Municipalities.
- Zoning Code Types.
- Types of Uses.
- Vesting Meaning/Entitlement Process.
- Grandfathering/Nonconformities.
- Variances.
- Takings.
- Signs.
- Types of Planning Applications – Altoona.

(VII) Miscellaneous Business and Communications.

(VIII) Adjournment.

Motion by Roth/Hoepner to adjourn at 7:21 p.m. **Motion carried.**

Minutes transcribed by Cindy Bauer, Altoona City Clerk