

**MINUTES OF THE ALTOONA, WI
REGULAR PLAN COMMISSION MEETING
April 11, 2023**

(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: Mayor Brendan Pratt, Ben Trachsel, Bill Hoepner, Dean Roth, and Sue Rowe. Matt Biren arrived at 5:35 p.m.

Also Present: Planning Director Taylor Greenwell
Joe Jensen, CSM Applicant
City Clerk Cindy Bauer

Absent: Andraya Albrecht.

(III) Citizen Participation Period.

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

(IV) Approval of minutes.

Motion by Rowe/Trachsel to approve the minutes of the March 14, 2023, Regular Plan Commission meeting. **Motion carried.**

(V) Old Business - none

(VI) New Business

(1) Discuss / consider a recommendation of approval to the City Council for a Certified Survey Map at 2364 St. Andrews Drive, Altoona, WI (parcel 182012270926230901118201). (Public hearing at the April 13, 2023 City Council Meeting).

Planning Director Taylor Greenwell explained that the petitioner Joseph Jensen is applying for approval of a Certified Survey Map (CSM) to divide a single parcel into two (2) lots for the purpose of constructing a single-family home on each lot.

Joe Jensen, Applicant was present to answer any questions Plan Commission Members had regarding the CSM.

Motion by Hoepner/Trachsel to recommend to Council approval of the CSM at 2364 & 2352 St Andrews Drive. **Motion carried.**

(VII) Miscellaneous Business and Communications.

None.

(VIII) Adjournment.

Motion by Hoepner/Rowe to adjourn at 5:40 p.m. **Motion carried.**

Minutes transcribed by Cindy Bauer, Altoona City Clerk