

## **MINUTES**

Eau Claire County

### • PLANNING & DEVELOPMENT COMMITTEE •

**Date:** Tuesday, April 28, 2020

**Time:** 7:00 p.m.

\*via remote access **ONLY**.

\*Event link below can be used to connect to meeting and interact (by the chair) from computer or through the WebEx Meeting smartphone app.

**Join WebEx Meeting:** <https://eauclairecounty.webex.com> Meeting ID: 925 110 157 Password: April28PD-PH

\*Meeting audio can be listened to using this Audio conference dial in information.

**Audio conference:** 1-415-655-0001 Access Code: 925 110 157

Members Present: Gary Gibson, Robin Leary, James A. Dunning, Nancy Coffey Dane Zook

Members Absent: Choose an item.

Staff Present: Rodney J. Eslinger, Jared Grande, Matt Michels

#### 1. Call to Order by Chair Pro-Tempore

Chair Pro-Tempore called the meeting to order at 7 p.m.

#### 2. Roll call

Rodney Eslinger took roll call of the committee: Gary Gibson – present; Robin Leary – present; James Dunning – present; Nancy Coffey – present; Dane Zook – present.

#### 3. Election of Chair and Vice Chair / Discussion – Action

**Action:** Motion by Robin Leary to elect Gary Gibson as the Committee Chair. Motion carried: 5-0-0.

**Action:** Motion by Gary Gibson to elect Robin Leary as the Committee Vice Chair. Motion carried: 5-0-0.

#### 4. Appointment of Committee Clerk / Discussion – Action

**Action:** Motion by Gary Gibson to appoint Rodney Eslinger as Committee Clerk. Motion carried: 5-0-0.

#### 5. Confirmation of Compliance with Open Meetings Law

Chairperson Gibson confirmed with Mr. Eslinger that the meeting was properly noticed.

#### 6. Public Comment **(15 minute maximum)**

None

## 7. Public Hearings

- a. **Proposed Ordinance: File No. 19-20/117** “Amending the 1982 Zoning District Boundary Map for the Town of Washington” (John Kelly/Jeremy Skaw) / Discussion – Action

Matt Michels, Senior Planner for Eau Claire County, indicated that the applicant requested to postpone their hearing to allow them additional time to address the Town of Washington’s concerns. Mr. Michels noted that on April 23<sup>rd</sup> the town board held a hearing on the matter and the board voted to 2-2 tie vote on the request (this vote fails as there no majority). The town board felt additional information was needed from the applicant regarding the proposed use, access, and lot configuration.

**Action:** Motion by James A. Dunning to postpone Proposed Ordinance: File No. 19-20/117 as presented to a future meeting. Motion carried: 5-0-0.

- b. **Proposed Ordinance: File No. 19-20/114** “Amending the 1982 Zoning District Boundary Map for the Town of Washington” (Roger & Joanne Henning) / Discussion – Action

Matt Michels, Senior Planner for Eau Claire County, presented the staff report to the committee. He gave the location of the proposed site within the Town of Washington, between Cleghorn and Brackett. Matt reviewed an aerial map, site plan, the current zoning and planning designations, and adjacent land uses. He indicated the petitioner is requesting to amend the zoning of the current property from A-P, Agricultural Preservation District to the A-3, Agricultural District. Mr. Michels noted that there was no mapped wetlands or floodplain on the parcel, but the parcel is somewhat hilly. He noted that there are existing land divisions in the area with residences that occurred before zoning was in place. The purpose of the request is to divide off 20 acres to construct a single-family home on.

Matt reviewed staff findings with the committee and gave his recommendation to approve the rezoning. He noted that the town board met on April 23<sup>rd</sup> and recommended approval of the request on a vote of 4-0.

Max Henning, grandson of the applicant spoke in favor of the request. He stated he is buying the property from his grandfather so he can build his house on the property.

No one else spoke in favor or against the request.

**Action:** Motion by Robin Leary to approve Proposed Ordinance: File No. 19-10/114 as presented. Motion carried: 5-0-0.

- c. A conditional use permit request for the cumulative area of all structures to exceed 1,200 square feet structure (3639 square feet requested) in the RH Rural Homes District. (Richard D Larson Trust/Wilbert Statz Home Builders) Town of Washington / Discussion – Action

Jared Grande, Land Use Manager for Eau Claire County, presented the request for the cumulative square footage of all accessory structures to exceed 1,200 square feet in the R-H District. Mr. Grande reported that the 62-foot by 28-foot garage will be used for personal storage. He noted that the property owner will be removing several existing sheds and the cumulative square footage of all the sheds will be 3,642 square feet. He reviewed the location of the site within the Town of Washington, site plan, and existing site conditions. The new garage would meet the setback requirements of the district, comply with the

height requirements, the structure's exterior will match the residence, and that the lot is large enough to support the garage.

On March 19, 2020, the Town of Washington Town Board and recommended approval of the conditional use permit of the request.

Staff reviewed the application request and recommended approval subject to the conditions in the staff report.

Due to technical issues, the agent was unable to join the WebEx meeting.

No one else spoke in favor of or against the request.

**Action:** Motion by Nancy Coffey to approve conditional use permit request as presented. Motion carried: 5-0-0.

- d. A conditional use permit request for the cumulative area of all accessory structures to exceed 1,200 square feet (1,536 square feet requested) in the RH Rural Homes District. (Hanson) Town of Seymour / Discussion – Action

Jared Grande, Land Use Manager for Eau Claire County, presented the request for the cumulative square footage of all accessory structures to exceed 1,200 square feet. Mr. Grande reported that the 32-foot by 48-foot garage will be used for personal storage. He reviewed the location of the site within the Town of Seymour and existing site conditions. Mr. Grande indicated that a portion of the property is subject to the Eau Claire River floodplain but not the proposed building site. The new garage would meet the setback requirements of the district, comply with the height requirements, the structure's exterior will match the residence, and that the lot is large enough to support the garage.

On March 19, 2020, the Town of Seymour Town Board voted to recommend approval of the request.

Staff reviewed the application request, and recommended approval subject to the conditions in the staff report.

Wayne Hanson, property owner, spoke in favor of the request. Mr. Hanson indicated that he would use the garage for his storage needs. He also clarified for the committee that he has a letter of map amendment from FEMA for the property.

No one else spoke in favor of or against the request.

**Action:** Motion by Robin Leary to approve conditional use permit request as presented. Motion carried: 5-0-0.

- e. A conditional use permit request for the cumulative area of all accessory structures to exceed 1,200 square feet (1,536 square feet requested) in the RH Rural Homes District. (Goss) Town of Seymour / Discussion – Action

Jared Grande, Land Use Manager for Eau Claire County, presented the request for the cumulative square footage of all accessory structures to exceed 1,200 square feet. Mr. Grande reported that the proposed 24-foot by 32-foot garage will be used for personal storage. He reviewed the location of the site within

the Town of Seymour and existing site conditions. It was noted that the existing 24 by 32-foot garages will remain onsite. The total cumulative square of both garages is 1,536 square feet. The new garage would meet the setback requirements of the district, comply with the height requirements, the structure's exterior will match the residence, and that the lot is large enough to support the garage.

On January 13, 2020, the Town of Seymour Town Board met to discuss this request and did not have any objections to the request. Staff reviewed the application request, and recommended approval subject to the conditions in the staff report.

Daniel Goss, property owner, spoke in favor of the request and thanked Jared for his help.

No one else spoke in favor of or against the request.

**Action:** Motion by James A. Dunning to approve conditional use permit request as presented. Motion carried: 5-0-0.

- f. A conditional use permit request for the cumulative area of all accessory structures to exceed 1,200 square feet. (1,960 total square feet requested) in the RH Rural Homes District. (Thune) Town of Pleasant Valley / Discussion – Action

Jared Grande, Land Use Manager for Eau Claire County, introduced the request for the cumulative square footage of all accessory structures to exceed 1,200 square feet. Mr. Grande reported that the 30 by 40 garage with a 10-foot lien will be used for personal storage. He reviewed the location of the site and existing site conditions with the committee. The new garage would meet the setback requirements of the district, comply with the height requirements, and the structure's exterior will match the residence. There is an existing 720 square foot garage onsite. Mr. Grande noted a correction to the staff report and said the cumulative square footage of both shed will be 2,320 square feet.

The Town of Pleasant Valley does not make formal recommendations regarding conditional use applications.

Staff recommended approval of the CUP subject to the conditions in the staff report.

Todd Thune, owner, thanked Jared for his help and guidance.

No one else spoke in favor of or against the request.

**Action:** Motion by Robin Leary to approve conditional use permit request as presented. Motion carried: 5-0-0.

- g. A conditional use permit request to amend CUP2013-07 due to substantial modifications to the site plan. (MM Holding LLC) Town of Washington / Discussion – Action

Jared Grande, Land Use Manager for Eau Claire County, presented the request MM Holding LLC to amend an existing conditional use for a cottage industry to operate a recording studio from the owner's residence. He reviewed the property location, site plan, zoning and gave an overview of existing land uses. He noted that the request would increase the number of employees from 2 to 5 and that the parking spaces would be installed per the original request. Otherwise the amendment included updating the residences floorplan and the property site plan.

On April 23, 2020, the Town of Washington Town Board voted 4-0 to recommend approval of the request.

Staff concluded with a summary of the request, and recommended approval of the application subject to the conditions in the staff report, which included the 2013 conditions that were carried forward.

Supervisor Coffey inquired if the county has restrictions for multi-million-dollar businesses. Mr. Eslinger and Mr. Grande both explain there are many performance standards for cottage businesses in the County Code.

NOTE: At this point in the hearing, we experienced technical difficulties (loss of audio and video). Most participants were able to rejoin the meeting via the WebEx conference call.

Ben Awes, applicant's architect, spoke in favor the request, reiterated that the use is not changing other than this is an update to the site plan, floorplan, and that 5 people will be employed at the site by the owner. He further noted that only 25% of the building will be used for commercial purposes.

**Action:** Motion by James A. Dunning to approve conditional use permit request as presented. Motion carried: 4-0-0. Due to a technical difficulty Supervisor Zook lost connection and was unable to participate in the vote.

8. Request to Remove slope restriction on Lot 13 Plat Hidden Valley. (Kollross/Gartmann) Town of Washington / Discussion – Action

Jared Grande, Land Use Manager for Eau Claire County, provided an overview of the application to adjust a previous slope restriction on lot 13 of the Plat of Hidden Valley. Mr. Grande noted that since the restrictions were placed on the plat the county had since relaxed the slope standards. He also noted the history of the request for the committee. Staff recommended approval of the request. No one else spoke.

**Action:** Motion by Nancy Coffey to approve slope restriction removal request as presented. Motion carried on a roll call vote: 5-0-0.

9. Request to Amend "Building Pad Location" on Lot 6 Thistledown. (Webb/Stockburger) Town of Washington/ Discussion – Action

Mr. Grande, Land Use Manager, presented the application to amend the building pad on lot 6 of the Plat of Thistledown. He noted that the applicants are seeking the change to better situate a single family home on the lot. Mr. Grande recommended approval of the request. No one else spoke.

**Action:** Motion by Robin Leary to approve amendment as presented. Motion carried on a roll call vote: 5-0-0.

10. Resolution: SUPPORTING A PROPOSED EAU CLAIRE – BLACK RIVER FALLS TOMAH AMTRACK SHUTTLE CONNECTION File No: 19-20/111 / Discussion – Action

Supervisor Dunning gave the committee a brief background of the resolution. He noted that this was efforts supported by the West Central Rail Coalition to provide bus service from Eau Claire to the Amtrak stations, specifically to Tomah. This is for legislative support only and it is not a financial commitment. The fact sheet was supplied by Scott Rogers with the Eau Claire Chamber of Commerce.

**Action:** Motion by James A. Dunning to approve Resolution File No: 19-20/111 as presented. Motion carried on a roll call vote: 5-0-0.

11. Review/Approval of February 25, 2020 Meeting Minutes / Discussion – Action

The committee reviewed the minutes.

**Action:** Motion by Robin Leary to approve the February 25, 2020 Meeting Minutes as presented. Motion carried on a roll call vote: 5-0-0.

12. Proposed Future Agenda Items / Discussion

- a. Next scheduled meeting – May 12, 2020
- b. Supervisor Dunning – Staffing impacts due to COVID-19
- c. Supervisor Coffey recognize and thanked those P&D staff currently working to support the Emergency Operations Center (EOC) for COVID-19

13. Adjourn

**Action:** Meeting adjourned by unanimous consent at 8:30 p.m.

Respectfully Submitted,

Rodney Eslinger  
Clerk, Committee on Planning & Development