

AGENDA

Eau Claire County

• PLANNING & DEVELOPMENT COMMITTEE •

Date: Tuesday, December 14, 2021

Time: 7:00 p.m.

*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: **2591 461 2481** Password: **wKGYK9UrJ42**

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

Audio conference: 1-415-655-0001 Access Code: **25914612481##**

For those wishing to make public comment, you must e-mail Rod Eslinger at Rod.Eslinger@co.eau-claire.wi.us at least 30 minutes prior to the start of the meeting. You will be called on during the public comment period to make your comments.

**Please mute personal devices upon entry.*

1. Call to Order and confirmation of meeting notice
2. Roll Call
3. Public Comment **(15 minute maximum)**
4. Preliminary for Prill Ridge Acres Plat / Discussion – Action **PAGES 2-4**
5. Preliminary for Cliff Properties West Plat / Discussion - Action **PAGES 5-8**
6. Recycling and Sustainability Coordinator 6-month program review / Discussion
7. Economic development / Discussion
8. Review Eau Claire County Rezoning Process handout / Discussion **PAGE 9**
9. Code Amendments; File No. 20-21/080, Ch.2.40, File No. 20-21/081, Ch. 2.44 / **PAGES 10-14**
Discussion - Action
10. Review/Approval of November 16, 2021, Meeting Minutes / Discussion – Action **PAGES 15-17**
11. Proposed Future Agenda Items / Discussion
 - a. Next scheduled meeting – January 25, 2021
12. Adjourn

Prepared by: Cheryl Cramer

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters, or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710 (FAX) 839-1669 or (TDD) 839-4735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703



**Eau Claire County
DEPARTMENT OF PLANNING
AND DEVELOPMENT
Eau Claire County Courthouse - Room 3344
721 Oxford Avenue
Eau Claire, Wisconsin 54703-5212
(715) 839-4741**

Building Inspection
839-2944
Emergency Management
839-4736
Geographical Information Systems
839-4730
Land Conservation
839-6226
Land Records
839-4742
Land Use Management
839-4743
Planning
839-5055
Recycling
839-2756

Memo

This memo is regarding The Preliminary Plat – Prill Ridge Estates submitted on November 18, 2021, to the Planning and Development (department). The statutory time limit for the Committee on Planning and Development (committee) to act on this matter expires on **January 17, 2022**. The County must “approve, conditionally approve or reject” this submitted Preliminary Plat by this date, or it automatically is deemed approved by statute; **time may be extended by agreement with the subdivider**. The subdivider is requesting to extend the 60-day review period per section 18.78.040.B. of the county code to a date to be determined (email request in packet) by such agreement.

Respectfully submitted,

Jared Grande
Land Use Manager
Department of Planning and Development
Room 3344 - 721 Oxford Avenue
Eau Claire, WI 54703-5481
Phone: 715-839-4743
E-mail: Jared.Grande@co.eau-claire.wi.us

Jared Grande

From: Jeremy Skaw <jskaw@rlswi.com>
Sent: Wednesday, December 1, 2021 1:57 PM
To: Jared Grande
Subject: RE: Preliminary Plat - Prill Ridge Acres

WARNING!! This email originated outside Eau Claire County. Do not click any links or attachments unless you know the sender.

Please halt all review of the Preliminary Plat of this plat. We will present at the 14-Dec P&D meeting for the extension of the prelim plat review.

Jeremy

Jeremy Skaw, P.L.S.
Field Supervisor

715.514.4116 Office
715.895.8211 Direct
715.225.4572 Mobile

www.rlswi.com



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From: Jared Grande <Jared.Grande@co.eau-claire.wi.us>
Sent: Wednesday, December 1, 2021 1:25 PM
To: Jeremy Skaw <jskaw@rlswi.com>
Subject: FW: Preliminary Plat - Prill Ridge Acres

Jeremy,

As Josh indicated, he called me, and he indicated his next call was to you. Unless I hear otherwise, I will continue as usual with folks reviewing the preliminary plat with compiling a staff report to present on Dec. 14 P&D meeting.

Thanks,

Jared Grande
Planning and Development - *Land Use Manager*
721 Oxford Ave., Suite 3344 • Eau Claire, WI 54703
Office: 715.839.4743 | Cell: 715.829.7175

From: Joshua Clements <joshuac@ci.altoona.wi.us>

Sent: Wednesday, December 1, 2021 11:50 AM

To: Jared Grande <Jared.Grande@co.eau-claire.wi.us>

Cc: Peter Strand <Peter.Strand@co.eau-claire.wi.us>; Zach Felling <Zach.Felling@co.eau-claire.wi.us>; Roxann Schmidt <Roxann.Schmidt@co.eau-claire.wi.us>; Dean Roth <Dean.Roth@co.eau-claire.wi.us>; Liz Fagen <Liz.Fagen@co.eau-claire.wi.us>; Tina Pommier <Tina.Pommier@co.eau-claire.wi.us>; Janelle Henning <henning@townofwashington.org>; Proud, Jill - DOT <Jill.Proud@dot.wi.gov>; Phil Schumacher <Phil.Schumacher@co.eau-claire.wi.us>; Elizabeth Paulson <Elizabeth.Paulson@co.eau-claire.wi.us>; Ben Bublitz <Ben.Bublitz@co.eau-claire.wi.us>; Chad Berge <Chad.Berge@co.eau-claire.wi.us>; Matt Michels <Matt.Michels@co.eau-claire.wi.us>; Rod Eslinger <Rod.Eslinger@co.eau-claire.wi.us>; Cheryl Cramer <Cheryl.Cramer@co.eau-claire.wi.us>; Holly Kuhl <Holly.Kuhl@co.eau-claire.wi.us>; John Behling <jbehling@weldriley.com>; Mike Golat <michaelg@ci.altoona.wi.us>; Bauer Cynthia <cindyb@ci.altoona.wi.us>

Subject: Re: Preliminary Plat - Prill Ridge Acres

WARNING!! This email originated outside Eau Claire County. Do not click any links or attachments unless you know the sender.

Good morning,

I have discussed this proposal with Jared Grande and Jeremy Skaw separately over the past three days.

The property is subject to an ETJ agreement between the City of Altoona, Town of Washington, and Mr Kelly (see attached). The provisions stipulate that no further land division creating parcels less than 10 acres may be accomplished without first attaching the parent parcel to the City of Altoona (Item A). That agreement also provides that it may be amended by mutual consent of the parties.

As you know, the minimum lot size in the City's ETJ is ten acres per City ordinance, and this Agreement provides a mechanism to consider the merits of specific land divisions for consistency with the City's long range plans and the geographic context of the property.

In order to proceed with the proposed plat, the City Council (and the Town Board) must consent to Amend the Agreement. All of the other parameters of the Agreement should remain unchanged. The next City Council meeting is December 16th at 6:00pm. If you confirm by December 6th, I can write a brief Amendment to fit the proposed plat and provide for your review, and add it to that Agenda. We would need to arrive at a final proposed document by December 10th in the morning for distribution of the meeting materials.

If the Council and Town Board approves that modification, the Plat must proceed through the typical ETJ plat review/approval process with the City. I believe that can proceed concurrent with the Town and County processes.

Thank you,

Josh

On Fri, Nov 19, 2021 at 2:00 PM Jared Grande <Jared.Grande@co.eau-claire.wi.us> wrote:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

All,

Preliminary Plat Report



To: Committee on Planning and Development
Regarding: Preliminary Plat of “Cliff Properties West”
Surveyor: Peter Gartmann; Real Land Surveying
Owner/Agent: Patricia M. Cliff Trust
Date: December 8, 2021
Cc: Peter Gartmann; Real Land Surveying
Patricia M. Cliff Trust
Mike Peterson, Chair; Town of Washington
Janelle Henning, Clerk/Admin/Treas.; Town of Washington

Committee Members:

The statutory time limit for the County to act on this matter expires on **January 17, 2022**. The County must “approve, conditionally approve or reject” this submitted Preliminary Plat by this date, or it automatically is deemed approved by statute; time may be extended by agreement with the subdivider. The Committee may also, by majority vote, require the subdivider to submit other reasonable and pertinent information necessary to review the plat, as per 18.79.020 B.

Staff has reviewed and recommends conditional approval of the **11/18/2021** “Preliminary Plat of “Cliff Properties West”.

Recommended conditions for approval are as follows:

- 1) That the City of Eau Claire conditionally approves this preliminary plat.
- 2) That the Town of Washington conditionally approves this preliminary plat.
- 3) That the preliminary plat be revised and updated to include:
 - a) Bearing in the description for the west line of the plat is incorrect. Map shows S00°-13’-07”W which will close the figure.
 - b) Missing zoning on adjacent parcels.
 - c) Unable to verify the buildable areas of concern with the linework detail given.
 - d) It appears that there is electrical service along Talmadge. Per 18.79.010 J. this should be shown. Unsure if there is electrical to be extended off Hope Lane & Aries Road intersection.
 - e) 18.77.040 Required public access; Any subdivision abutting a navigable river, lake or stream shall, according to Wis. Stat. ch. 236.16 (3), provide public access at least 60 feet wide from the low-water mark to a public road. Such access points shall be located at a minimum of 1/2 mile intervals. The committee, town and developer shall select the access suitable for public use.
 - f) 18.79.010.E; ... the total acreage encompassed thereby.
 - g) 18.79.010.F; Locations of all existing property boundary lines, structures, drives, streams and watercourses, marshes, rock outcrops, wooded areas, and other significant features within the tract being subdivided or immediately adjacent thereto (reviewing the aerial maps, there appears to be a pond in the north area delineated as a wetland, within lots 10, 11, and 12).

Cliff Properties West

- h) 18.79.010.H; Location and names of any adjacent subdivision,
 - i) 18.79.010.I; Type, width, and elevation of any existing street pavements within the exterior boundaries of the plat or immediately adjacent thereto together with any legally established centerline elevations
 - j) 1879.010.J; Location, size and invert elevation of any existing sanitary or storm sewers, culvert and drainpipes, manholes, catchbasins, hydrants, electrical and communication facilities, whether overhead or underground and the location and size of any existing water or gas mains within the exterior boundaries of the plat or immediately adjacent thereto. If no sewer or water mains are located on or adjacent to the tract, any such service within 1,320 feet of the plat shall be noted;
 - k) 18.79.010.L; existing zoning on and adjacent to the proposed subdivision.
 - l) 18.79.010.O.; Flood protection elevation.
 - l. Flood protection elevation (or line) shall be shown on the preliminary and final plat with notation stating: The floodplain analysis and report titled "Determination of the Regional Flood Elevation, Plat of Cliff Properties – West" was approved by the Wisconsin Department of Natural Resources on October 25, 2021.
- 4) Should Lot #31 be listed as Lot #9?
 - 5) Submit one (1) hard copy of the floodplain analysis to the department approved by Wisconsin DNR on October 25, 2021, prior to final plat submittal.
 - 6) Submit one (1) copy of the delineated wetland report to the department prior to final plat submittal; provide confirmation the delineation report was concurred by Wisconsin DNR or the company is assured by Wisconsin DNR.
 - 7) Environmentally sensitive areas shall be included in the "Legend" on the preliminary and final plat.
 - 8) Comments from the City – County Health Department, "I have reviewed the Proposed Plat of Cliff Properties West for compliance with sections 18.77.080 C. and 18.77.090 of Title 18, Eau Claire County Code. My comments are following approval of the groundwater management plan and soil information."
 - a) Land use and activities within the subdivision was described as mostly farming. With no activities noted that may cause groundwater contamination.
 - b) Soil borings 1, 1A-16 done on 6/25/2021 and 6/26/2021 by William Heidt CST #227872 are approved. It was noted on the Soil Evaluation Report that lots 9 and 10 had possible fill in the lower portion of the lot. This may limit location that a POWTS can be installed.
 - c) The generalized flow map of Eau Claire County indicates the groundwater flow in the proposed plat likely flows to the southeast. Well locations serving the individual lots shall meet the setback requirements for NR 812.
 - 9) This Plat is required to comply with Eau Claire County Title 17 – Stormwater Management. The size, number, and layout of lots may change to meet the requirements of Title 17 and the necessary stormwater management structures to control runoff from impervious areas (roads, driveways, houses, and other structures) added to the parcels.
 - 10) That the Wisconsin Department of Administration Plat Review Section certifies that it does not object to this plat. (For Final Plat)
 - 11) That the Final Plat conforms to 18.78.060 Final Plat Submittal, 18.78.070 Final Plat Review and Approval, 18.78.080 Recording of the Final Plat, 18.80 Final Plat, 18.82 Design Standards, 18.83

Cliff Properties West

Required Improvements, 18.84 Subdivision Improvement Guarantees and 18.85.030 Legal, Engineering and Inspection Fees which are requirements and procedures outlined within the Subdivision Control of the County Code that may not have specifically identified previously in detail. (i.e., vision corner easements at all road intersections and noted with restrictions in 18.22.025; etc.)

- 12) That the Final Plat complies with all applicable portions of s. 236 of the Wisconsin Statutes and that the Department of Administration has no objection to the final plat and certifies to this.
- 13) Per Wis Stats s. 59.43(2m) (a) 3, an area of 3 inches by 3 inches is left blank for recording information.
- 14) That in submitting for final plat approval, the owner will also furnish to the county an abstract of title or a policy of title insurance certified to date for examination as allowed in s. 236.21 (2) (b).

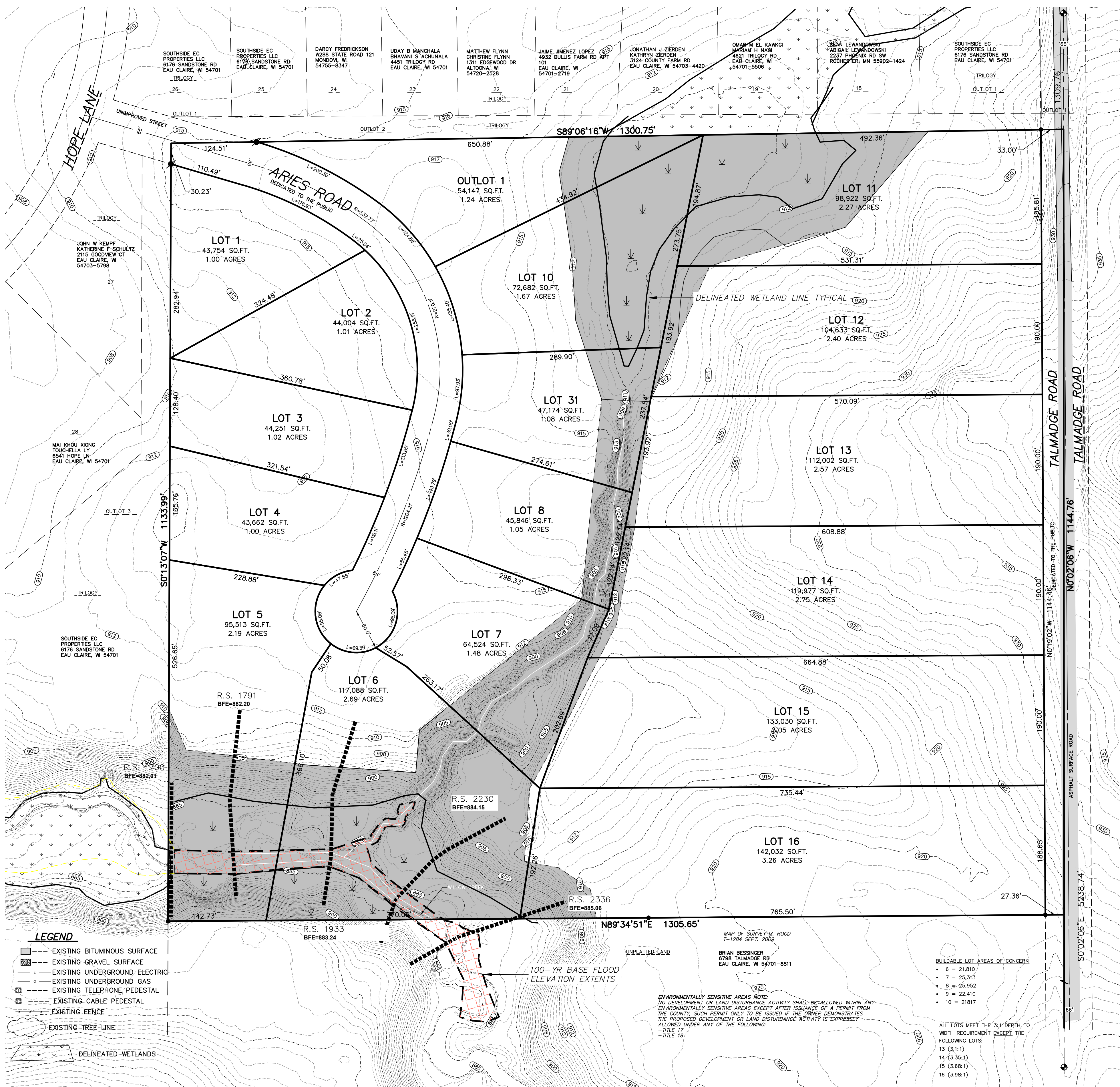
Notes:

- 1) The developer will need to meet with the USPS Postmaster to determine type and location of mailbox installation for this development.
- 2) 18.79.020(A.) The committee, upon determining from a review of the preliminary plat that the soil, slope, vegetation, and drainage characteristics of the site may require substantial cutting, clearing, grading, and other earthmoving operations, or otherwise constitute a severe erosion hazard, may require the subdivider to provide erosion and sedimentation control plans and specifications prepared by a registered engineer, to be approved by the land conservation commission or its designee.
- 3) 18.77.080(F.); The committee may require restrictive covenants to be filed with the final plat or certified survey which will have the effect of protecting environmentally sensitive areas such as steep slopes, wetlands, and watercourses from erosions, siltation and other damage.
- 4) All buildable lots shall adhere to 18.77.080.A. of the county code.
- 5) Lots 13, 14, 15, and 16 exceed a 3:1 depth/width ratio per section 18.82.060.F. of the county code as shown on the preliminary plat; this will require the committee to recognize and approve.

Respectfully submitted:

Jared Grande

Land Use Manager
Department of Planning and Development
Room 3344 - 721 Oxford Avenue
Eau Claire, WI 54703-5481
Phone: 715-839-4743
E-mail: Jared.Grande@co.eau-claire.wi.us

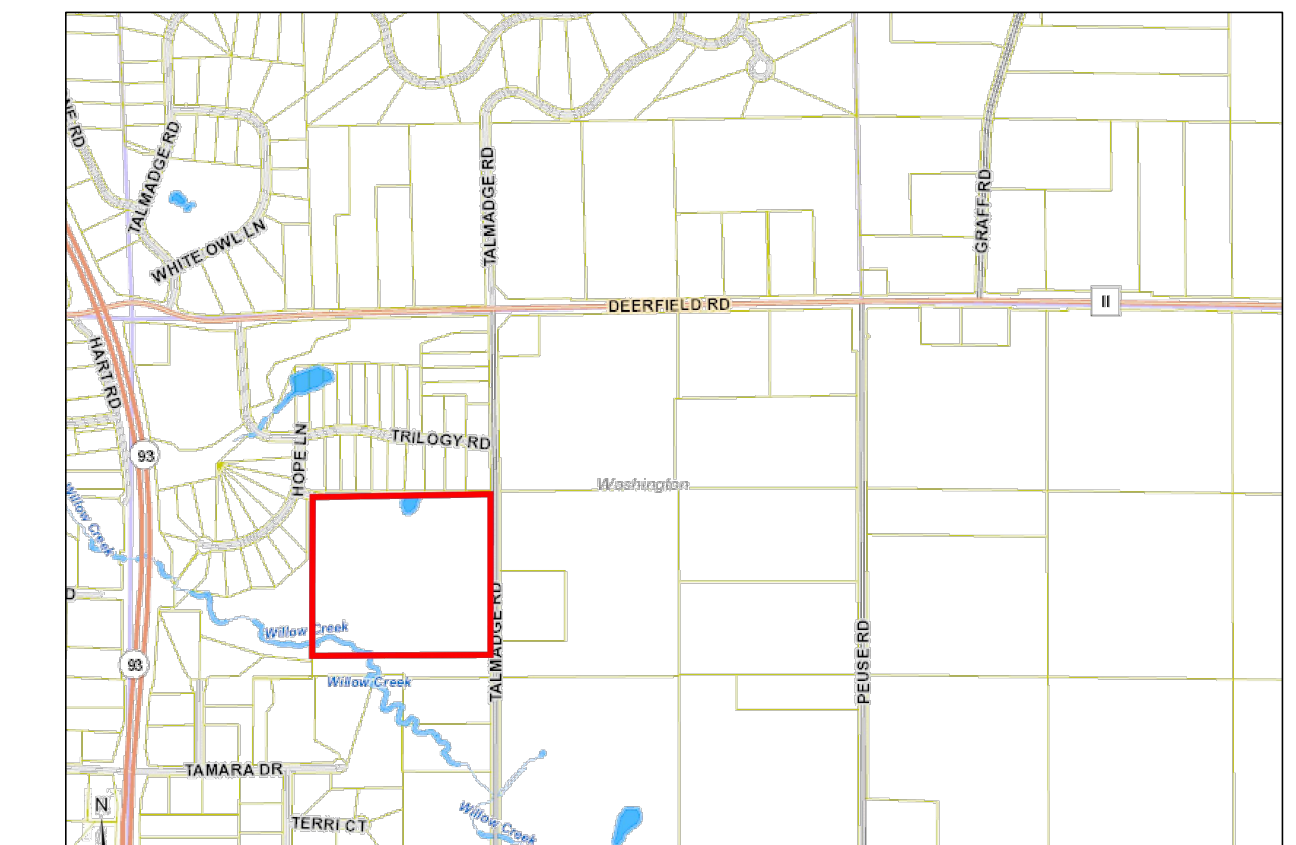


BEARINGS REFERENCED TO THE EAST LINE OF THE NORTHEAST 1/4, SECTION 14,
 ASSUMED BEARINGS OF S.00°02'06" E.

- LANDOWNERS:**
- CLIFF FAMILY TRUST
 - PATRICIA M. CLIFF TRUST
 - 6681 TALMADGE ROAD / EAU CLAIRE WI 54701
- SUBDIVIDERS:**
- RANDY CLIFF
 - 6681 TALMADGE ROAD
 - EAU CLAIRE WI 54701
- APPROVING AUTHORITIES:**
- CITY OF EAU CLAIRE
 - TOWN OF WASHINGTON
 - EAU CLAIRE COUNTY
- OBJECTING AUTHORITIES**
- DEPARTMENT OF ADMINISTRATION
- SURVEYOR**
- PETER J. GARTMANN R.L.S. No. 2279
 - REAL LAND SURVEYING
 - 1360 INTERNATIONAL DRIVE,
 - EAU CLAIRE, WISCONSIN 54701

SCALE: 1" = 80'

LOCATION SKETCH
 NOT TO SCALE



SURVEYOR'S CERTIFICATE:
 I, PETER J. GARTMANN, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY:
 THAT I HAVE SURVEYED, DIVIDED AND MAPPED THE PLAT OF CLIFF PROPERTIES WEST, LOCATED IN THE SOUTHEAST 1/4 OF NORTHWEST 1/4, SECTION 14, TOWNSHIP 26 NORTH, RANGE 9 WEST, TOWN OF WASHINGTON, EAU CLAIRE COUNTY, WISCONSIN AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

- COMMENCING AT THE NORTH 1/2 CORNER OF SECTION 14;
- THENCE S.00°02'06"E, ALONG THE EAST LINE OF SAID NORTHWEST 1/4 OF SECTION 14, 1309.75 FEET TO THE POINT OF BEGINNING;
- THENCE S.89°06'16"W, 1300.75 FEET;
- THENCE S.01°13'07"W, 1133.99 FEET;
- THENCE N.89°34'51"E, 1305.65 FEET;
- THENCE N.00°02'06"W, 1144.76 FEET TO THE POINT OF BEGINNING

CONTAINING 1,484,691 SQUARE FEET OR 34.08 ACRES

THAT I HAVE SURVEYED, DIVIDED AND MAPPED SAID PLAT BY THE DIRECTION OF CLIFF FAMILY TRUST / RANDY CLIFF. THAT SUCH PLAT IS A CORRECT REPRESENTATION OF ALL EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND THE SUBDIVISION THEREOF MADE.

THAT I HAVE FULLY COMPLIED WITH THE PROVISIONS OF CHAPTER 236 OF THE WISCONSIN STATUTES, AE-7 OF THE WISCONSIN ADMINISTRATIVE CODE, AND THE SUBDIVISION REGULATIONS OF THE TOWN OF WASHINGTON IN SURVEYING, DIVIDING AND MAPPING THE SAME.

DATED THIS _____ DAY OF _____, 2021
 PETER J. GARTMANN, P.L.S. No. 2279

- NOTES:**
- LANDS ZONED RH
 - ALL LOTS OF THIS SUBDIVISION WILL BE SERVED BY A PRIVATE SEWER AND WATER SYSTEM. NO PUBLIC SEWER AND WATER IS AVAILABLE.
 - ALL LOTS MEET THE REQUIRED 1/2 ACRE NET BUILDABLE.
 - ALL STREETS 66' WIDE.
 - SHADED AREAS ARE ENVIRONMENTALLY SENSITIVE AREAS AS DEFINED BY EAU CLAIRE COUNTY. SEE NOTE.
 - TOWN OF WASHINGTON HAS APPROVED THE STREET LOCATIONS.
 - OUTLOT 1 IS FOR STORM WATER REQUIREMENTS.
 - ALL LOTS ARE SUBJECT TO A 15' UTILITY EASEMENT ALONG ALL STREET FRONTAGE.
 - OUTLOT 1 WILL BE JOINTLY OWNED BY ALL LOTS, GIVING 1/16TH OWNERSHIP. OUTLOT 1 IS NOT APPROVED FOR BUILDING PURPOSES. NO LAND USE OR SANITARY PERMITS FOR STRUCTURES WILL BE ISSUED UNTIL THESE LOTS MEET ALL OF THE CRITERIA FOR A BUILDING LOT AS DEFINED BY TITLES 8, 17 AND 18 OF THE EAU CLAIRE COUNTY CODE.

PRELIMINARY
CLIFF PROPERTIES WEST
 IN THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4,
 SECTION 14, T26N, R9W,
 TOWN OF WASHINGTON, EAU CLAIRE COUNTY, WISCONSIN



Eau Claire County Rezoning Process

1. REZONE APPLICATION & STAFF REVIEW

- Application reviewed for completeness, including legal description, etc.
- P&D Staff generates a recommendation based on consistency with comprehensive plan Future Land Use Map and other applicable goals, objectives and policies.
- Review zoning ordinance consistency with proposed land use, proposed lot size, road frontage/access, etc. For example, is a rezone is for A-2 (5 ac. min. lot size) the legal description should include a minimum of 5 acres of land with 250' of road frontage.
- Rezoning analysis **does not** entail review of subdivision ordinance, erosion control, storm water management, soils, floodplains, POWTS systems, etc.
- Public input relating as it relates to rezoning evaluation criteria.

2. TOWN HEARING

- Most towns notice nearby property owners. Some utilize notification lists generated by the county.
- Town conducts public hearing to consider rezoning petition.
- Town considers consistency with town comprehensive plan and public input.
- Town board generates recommendation to approve or deny rezoning petition to County P&D Committee.

3. P&D COMMITTEE HEARING

- County P&D Dept. notices property owners within 700 feet.
- County P&D Committee conducts public hearing to consider rezoning petition.
- County P&D considers town recommendation, staff recommendation (based on comp. plan consistency and findings of fact), and public input.
- Issues relating to specific zoning requirements are reviewed later (see Step #5) and are not applicable to rezoning review. If project does not meet applicable requirements, the CSM/plat/site plan will not be approved, regardless of previous rezone approval.
- **Committee's Role:**
 1. Recommend Approval
 2. Recommend Denial
 3. Modify the petition (ex: recommend different zoning district than requested)
 4. Postpone the matter if more information is sought

4. COUNTY BOARD MEETING

- County Board conducts meeting to adopt or deny rezoning ordinance.
- Board considers P&D Committee recommendation, town recommendation, staff recommendation, and public input.
- Public has opportunity to provide input at beginning of meeting during public comment period.
- Board meeting is not a public hearing. It is expected that substantive issues will have been previously vetted by staff, the town board, and P&D Committee through staff review and two required public hearings.

5. NEXT STEPS

- For rezonings that require a land division, a Certified Survey Map (CSM) is required for land divisions of 4 or fewer lots.
- A subdivision plat is required for land divisions of 5 or more lots.
- County staff and outside agencies (City of EC, WisDOT, etc.) review CSM and subdivision plats for conformance to applicable requirements, including zoning ordinance, land conservation, and sanitation.
- Subdivision plats are reviewed by town and County P&D Committee to ensure conformance with all applicable code requirements.
- Additional information can be required, if needed, to review that plat (ex: traffic study).
- Commercial development requires a site plan review by County Staff and outside agencies.
- Rezonings that don't require a land division may proceed to permit the development of the property under the regulations of the new zoning district immediately following rezoning approval.

2
3 TO REPEAL AND RECREATE SECTION 2.40.030 OF THE CODE: DEFINITIONS; TO
4 AMEND SECTION 2.40.050 OF THE CODE: EMERGENCY MANAGEMENT
5 COORDINATOR; TO AMEND SECTION 2.40.060 A. OF THE CODE: EMERGENCY
6 MANAGEMENT PROGRAM COST; TO AMEND SECTION 2.40.070 B. OF THE CODE:
7 DUTIES OF THE EMERGENCY MANAGEMENT COORDINATOR
8

9 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

10 SECTION 1. That Section 2.40.030 of the code be repealed and recreated to read:

11 2.40.030 Definitions. Refer to Wis. Stats. 325.02 Definitions.
12

13 SECTION 2. That Section 2.40.050 of the code be amended to read:
14

15 2.40.050 Emergency management coordinator.
16

17 A. Coordinator. There is hereby created the office of emergency management
18 coordinator. The emergency management coordinator shall have the duties and responsibilities
19 for each participating municipality set forth in Wis. Stat. ch. 323.
20

21 B. Emergency Management Program Assistant. In the absence of the emergency
22 management coordinator, function as emergency management coordinator and exercise all duties
23 of the emergency management coordinator contained in this chapter. ~~Municipal Deputy~~
24 ~~Emergency Management Coordinator.~~ ~~The City of Eau Claire risk manager shall function as~~
25 ~~municipal deputy emergency management coordinator, operating under the administrative~~
26 ~~direction of the county emergency management coordinator. The deputy municipal emergency~~
27 ~~management coordinator shall be paid by the City of Eau Claire.~~
28

29 C. Director of Planning and Development. In the absence of the emergency
30 management coordinator and the emergency management program assistant, function as
31 emergency management coordinator and exercise all duties of the emergency management
32 coordinator contained in this chapter.

33 SECTION 3. That Subsection A. of Section 2.40.060 of the code be amended to read:
34

35 A. Office and staff. The county board shall provide the funding necessary to carry
36 out the functions of the emergency management coordinator. ~~The City of Eau Claire shall~~
37 ~~provide funding necessary to carry out the functions of the municipal deputy emergency~~
38 ~~management coordinator.~~
39

40 SECTION 4. That Subsection B. of Section 2.40.070 of the code be amended to read:
41

42 B. Municipalities in Eau Claire County shall develop and adopt an emergency
43 management plan and program and designate a head of emergency management services
44 pursuant to Wis. Stats. Ch. 323.14 (1) (b.) ~~The deputy coordinator, in assuming the functions of a~~
45 ~~municipal deputy emergency management coordinator, subject to intergovernmental cooperative~~
46 ~~agreement under Wis. Stat. § 66.0301 shall:~~

47 ~~1. Direct the organization of emergency municipal management;~~

48 ~~2. Develop, promulgate, and integrate into the county plan, emergency~~
49 ~~management plans for the operating services of the municipality;~~

1 ~~_____3. Direct participation of the municipality and such emergency management~~
2 ~~training programs and exercises as may be required on the county level or by the state~~
3 ~~administrator;~~

4 ~~_____4. Direct the municipal emergency management training programs and~~
5 ~~exercises.~~

6 ~~_____5. In the absence of the emergency management coordinator, function as~~
7 ~~emergency management coordinator and exercise all duties of the emergency management~~
8 ~~coordinator contained in this chapter.~~

9
10
11
12 ADOPTED:
13
14

15 I hereby certify that the foregoing
16 correctly represents the action taken
17 By the undersigned Committee on
18 December 14, 2021 by a vote of ____
19 for, and ____ against.
20

21
22
23 _____
24 Gary G. Gibson, Chair
25 Committee on Planning & Development
26
27 /

2
3 TO AMEND SECTION 2.04.455 A. 5., 7., AND 8. OF THE CODE: COMMITTEE ON
4 JUDICIARY AND LAW ENFORCEMENT; TO AMEND SECTION 2.04.455 C. OF THE
5 CODE: COMMITTEE ON JUDICIARY AND LAW ENFORCEMENT; TO AMEND SECTION
6 2.44.010 A. OF THE CODE: CREATION; TO AMEND SECTION 2.44.015 C. AND G. OF
7 THE CODE: DEPARTMENTAL PROGRAM RESPONSIBILITIES; TO AMEND SECTION
8 2.44.020 OF THE CODE: DEPARTMENT DIVISION PROGRAMS AND ATTACHED
9 BOARDS AND COMMISSIONS; TO AMEND SECTION 2.44.030 A. AND B. OF THE CODE:
10 PROGRAM RESPONSIBILITIES OF THE DEPARTMENTAL DIVISIONS; TO AMEND
11 SECTION 2.44.030 C., D., AND E. OF THE CODE: PROGRAM RESPONSIBILITIES OF THE
12 DEPARTMENTAL DIVISIONS

13
14 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

15
16 **SECTION 1.** That paragraphs 5., 7., and 8. of Subsection A. of Section 2.04.455 of the
17 code be amended to read:

18
19 5. Report on all matters relating to town boundaries, ~~municipal annexation~~
20 ~~studies under 2.44.015 C.,~~ and amendments to Chapter 1.08;

21 6. In cooperation with other committees having jurisdiction, it shall report on
22 all matters regarding municipal annexation or detachment of county-owned lands and easements
23 on or over county-owned lands.

24 7. Foster the implementation of the County’s Strategic Plan initiatives related
25 to economic development. ~~Oversee county industrial development planning and promotion~~
26 ~~matters.~~

27 8. Oversee the county sustainability program. ~~or report on county library~~
28 ~~service matters.~~

29
30 **SECTION 2.** That Subsection C. of Section 2.04.455 of the code be amended to read:

31
32 C. The committee shall be responsible for the policy oversight of all boards and
33 commissions attached to the department of planning and development under 2.44.020 B. These
34 boards and commissions shall report to the county board through the committee. The committee
35 shall ~~advise the board of all matters pertaining to emergency medical services and~~ perform the
36 duties of the emergency management committee as set forth in Chapter 2.40. This subsection
37 does not apply to the land conservation commission.

38
39 **SECTION 3.** That Subsection A. of Section 2.44.010 of the code be amended to read:

40
41 2.44.010 Creation.

42 A. There is created a department of planning and development under the direction
43 and supervision of a director who shall be appointed under 3.01.010 A. on the basis of
44 recognized interest, administrative ability, training, experience and knowledge of the fields of
45 comprehensive planning, land use management and building code administration, land and water
46 conservation, emergency management, geographic information system (GIS), land information,
47 sustainability, solid waste management, emergency management, and economic and community
48 development.

1 **SECTION 4.** That Subsection C. and G. of Section 2.44.015 of the code be amended to
2 read:

3
4 C. ~~Preparation of plans and studies on proposed or possible future municipal~~
5 ~~annexations and detachments in the county in cooperation with affected municipalities. The~~
6 ~~department shall also i~~ssue an analysis of any proposed municipal annexation or detachment of
7 county-owned lands, or easements on or over them, and shall file copies of all executed easement
8 maps in the department;

9
10 G. Support the economic development initiatives as identified in the County’s
11 Strategic Plan. ~~Assisting the county board designated agency in the promotion of industrial~~
12 ~~development in the county by providing authorized land use planning, zoning and surveying~~
13 ~~assistance as requested.~~

14
15 **SECTION 5.** That Section 2.44.020 of the code be amended to read:

16
17 2.44.020 Department ~~divisions~~ programs and attached boards and commissions.

18 A. There are created in the department the divisions programs enumerated in
19 2.44.030, each to be headed by an administrator appointed by the director of the department with
20 the approval of the committee. Each division program shall have the ~~program~~ responsibilities
21 assigned in this chapter as well as other departmental duties authorized in 2.44.015 that may be
22 delegated thereto by the director. The program administrator of each division shall manager
23 shall be responsible for the programs-oversights therein and shall be accountable to the director.

24 B. The Board of Land Use Appeals and the Land Conservation Commission are
25 attached to the department for administrative purposes.

26
27 **SECTION 6.** That Subsections A. & B. of Section 2.44.030 of the code be amended to
28 read:

29
30 2.44.030 Program responsibilities of the departmental divisions.

31 A. Land Use Controls ~~Division~~. The division program shall administer and enforce
32 Title 18 dealing with zoning and subdivision controls; Title 20 Shoreland Protection Overlay
33 District, Chapter 15.01, the Uniform Dwelling Code; Wis. Stat. § 59.69, as provided in Title 18;

34 B. Land Records ~~Division~~. The division program shall oversee the county
35 remonumentation program which is responsible for the accurate perpetuation and preservation of
36 county public land survey system monuments. Additionally, the land records division program
37 shall:

38
39 **SECTION 7.** That Subsections C., D. and E. of Section 2.44.030 of the code be
40 amended to read:

41
42 C. Planning ~~Division~~. The division program shall be responsible for the following:

43 1. Preparing community development grant applications including need
44 assessments, feasibility studies, environmental review of records and impact statements,
45 application drafting, and monitoring of state and federal funding sources, as well as similar
46 activities for other departments of the county;

47 2. Managing comprehensive planning and community development
48 programs including development of program budgets, monitoring programs in light of their
49 schedules and goals, and insuring compliance with state and federal regulations;

1 3. Assisting county communities in the establishment and management of
2 comprehensive planning & community development programs;

3 4. ~~Managing the County's sustainability program. Providing technical~~
4 ~~assistance to emergency management in administration of emergency services and disaster~~
5 ~~planning.~~

6 5. Preparing long and short range plans and studies in such areas as land use,
7 farmland preservation, outdoor recreation, decennial census, solid waste management and special
8 planning projects;

9 6. Preparing reports and analyses and assisting in the administration of
10 county land use regulations.

11 7. Managing the solid waste management program, as authorized by Wis.
12 Stat. §§ 287.09 and 287.11.

13 D. ~~Land Conservation Division.~~ The ~~division~~ program shall have the program
14 responsibilities authorized in Title 17.

15 E. ~~Geographic Information System Division.~~ The ~~division~~ program shall maintain
16 the production of the county base map, provide access to public mapping records, and fulfill
17 mapping and data-distribution requests.

18 F. ~~Emergency Management Division.~~ The ~~division~~ program is responsible for
19 meeting the requirements of Wis. Stat. ch. 323 Wisconsin Emergency Management as well as
20 applicable federal grants.

21 1. Operate the program using the emergency management principles of
22 preparedness, mitigation, response, and recovery.

23 2. Update and maintain emergency plans using the "all-hazards" approach.

24 3. During emergencies and disaster situations, act as liaison between
25 emergency services, county administration, and state and federal emergency management
26 agencies to identify any resource requests and assist with life-safety and property preservation
27 outcomes.

28 4. Create and lead exercises to help improve emergency response, safety, and
29 resilience from emergency service agencies, community organizations, and other interested
30 organizations.

31
32 I hereby certify that the foregoing
33 correctly represents the action taken
34 By the undersigned Committee on
35 January ___, 2022 by a vote of ___
36 for, and ___ against.

37
38
39
40 _____
41 Gary G. Gibson, Chair
42 Planning & Development Committee

43
44
45
46 RE:yk
47

MINUTES

Eau Claire County

• PLANNING & DEVELOPMENT COMMITTEE •

Date: Tuesday, November 16, 2021

Time: 7:00 p.m.

*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: **2590 582 6278** Password: **dcPjmhRj449**

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

Audio conference: 1-415-655-0001 Access Code: **25905826278##**

For those wishing to make public comment, you must e-mail Rod Eslinger at Rod.Eslinger@co.eau-claire.wi.us at least 30 minutes prior to the start of the meeting. You will be called on during the public comment period to make your comments.

**Please mute personal devices upon entry*

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

Members Absent:

Ex officio Present: Chair Smiar

Staff Present: Rodney J. Eslinger, Matt Michels

1. Call to Order and confirmation of meeting notice

Chairperson Gibson called the meeting to order at 7:00 p.m. and staff confirmed the meeting was properly noticed.

2. Roll Call

Chairperson Gibson - Present, Supervisor Leary - Present, Supervisor Coffey - Present, Supervisor Dunning - Present, Supervisor Zook – Present, Chair Smiar – Present

3. Public Comment (**15 minute maximum**) - None

4. Public Hearings

a. **Proposed Ordinance: File No. 21-22/063** “Amending the 1982 Zoning District Boundary Map for the Town of Otter Creek” (MTM Trust / Ryan & Cortney Patrow) / Discussion – Action

Matt Michels, Senior Planner for Eau Claire County, presented the staff report to the committee. He indicated the petitioner is requesting to rezone 7.75 acres from the AP (Agricultural Preservation) District to the A2 (Agricultural Residential) District for the purpose of constructing a single-family residence on the family farm. Mr. Michels gave the location of the proposed site within the Town of Otter Creek. Matt reviewed an aerial map, site plan, the current zoning and planning designations, and adjacent land uses. He reviewed staff findings with the committee and gave his recommendation to approve the rezoning. He noted that the town board met on October 25, 2021, and recommended approval of the request.

Ryan Patrow, agent for the applicant spoke in favor of the request and indicated that they want to

keep the property in the family. They plan to build a single-family house for themselves and to raise a few horses.

No one else spoke in favor or against the request.

Action: Motion by Nancy Coffey to approve the Proposed Ordinance: File No. 20-21/063. Motion carried on a roll call vote: 5-0-0.

b. **Proposed Ordinance: File No. 21-22/069** “Amending the 1982 Zoning District Boundary Map for the Town of Pleasant Valley” (Birtzer Trust / Connie Rindal) / Discussion – Action

Mr. Michels presented the staff report to the committee. He indicated the petitioner is requesting to rezone 21-acres from the A-1 to A-2 District to divide off the farmstead and create two additional lots and to rezone 40-acres from A-P to A-3 District to allow the applicant to create two 20-acre lots. Mr. Michels gave the location of the proposed site within the Town of Pleasant Valley and noted that this property is adjacent to Cleghorn. Matt reviewed an aerial map, site plan, the current zoning and planning designations, and adjacent land uses. He reviewed staff findings with the committee and gave his recommendation to approve the rezoning. He noted that the town board met on November 8, 2021, and recommended approval of the request on a vote of 3-0.

Peter Rindal, applicant’s son, spoke in favor of the request.

No one else spoke in favor or against the request.

Action: Motion by Robin Leary to approve the Proposed Ordinance: File No. 20-21/069. Motion carried on a roll call vote: 5-0-0.

5. 2022 Committee on Planning & Development Meeting Schedule / Discussion – Action

Mr. Eslinger reviewed the 2022 committee meeting scheduled with the committee.

Action: Motion by James A. Dunning to approve the 2022 Committee on Planning & Development Meeting Schedule as presented. Motion carried on a voice vote: 5-0-0.

6. Review of October bills / Discussion

The committee reviewed the October bills.

7. Review/Approval of October 26, 2021, Meeting Minutes / Discussion – Action

The committee reviewed the October 26, 2021, committee meeting minutes.

ACTION: Motion by Dane Zook to approve the October 26, 2021 committee meeting minutes as presented. Motion carried on a voice vote: 5-0-0.

8. Proposed Future Agenda Items / Discussion

a. Next scheduled meeting – December 14, 2021

9. Adjourn

ACTION: Meeting adjourned by unanimous consent at 7:40 p.m.

Respectfully Submitted,

Rodney Eslinger
Clerk, Committee on Planning & Development