



## MINUTES

Eau Claire County | Committee on Highway  
Thursday, April 13, 2023 | 7:30 a.m.

**Hybrid Meeting | Eau Claire County Agriculture and Resource Center  
227 1st St. W, Room AG 103/104 and WebEx Virtual Teleconference**

**Committee Members Present:** Chair Steve Chilson, Vice-Chair Nathan Otto, Larry Hoekstra, Judy Gatlin, Mark Beckfield, ~~Nick Smiar (ex-officio)~~

**Staff/Others Present:** Highway Commissioner Jon Johnson, Assistant Commissioner Brian Spilde, Engineer Travis Pickering, Administrative Associate III Natalie Szews, Risk Manager Sonja Leenhouts, Fiscal Supervisor Kyle Welbes, Corporation Counsel Sharon McIlquham, Sean Bohan and Matt Apfel from AEC Engineering, Eric Knauf from American Land Surveying, Derek Trainor from Property Minds, Highway Department Surveyor Ben Klitzke

**1. Meeting called to order by Chairman Chilson at 7:30 a.m.**

**2. Roll Call**

**3. Review/Approval of Past Committee Meeting Minutes (03/09/23) – Discussion/Action**

- Supervisor Hoekstra motioned to approve. Motion carried 4-0.

**4. Public Comment –None**

**5. Driveway Access Policy Update – Discussion/Action**

- Reviewed current driveway access spacing and setback requirements.
- Sean Bohan and Matt Apfel from AEC Engineering spoke on driveway access spacing issues for new housing developments in Fall Creek on CTH AF and Altoona on CTH KB and are asking to follow city/township jurisdiction in urban street sections.
- Commissioner Johnson supports a policy revision to require 300' of separation between the new road and the adjacent road intersection when the speed limit is 35 mph or less instead of 400' of separation. This update would allow access for development on CTH KB.
- Would need more discussion with Fall Creek on spacing for stop-controlled intersections on CTH AF and will need to bring back at a future committee meeting. Working on simplifying and clarifying language on policy to make it easier to understand when working with developments.
- Supervisor Otto motioned to update the Policy Manual as highlighted in yellow. Motion carried 4-0.

**6. Highway Setback Special Exemption on County Road V – Discussion/Action**

- Discussed setback distances on county highways in unzoned townships and how in some areas it's difficult to meet the setback distance due to zoning and lot size.

- Eric Knauf from American Land Surveying spoke on intersection at CTH V and Bartig Rd. and ambiguity of setbacks in the area. The current setback for unzoned townships is 83 feet from centerline and 50 feet from right-of-way, which is too restrictive for smaller unzoned lots. Eric requested to reduce setbacks to minimize impacts to his client.
- The Highway Committee has authority to allow a special exemption. Commissioner Johnson would support a special exemption to the setbacks in this situation, and he would also want to bring forward a change to the County Code to update the setbacks in unzoned townships to 63 feet from the centerline and 30 feet from the right-of-way.
- Supervisor Hoekstra motioned to approve the special exemption to the highway setback for applicant Rebecca Maug. Motion carried 4-0.

**\*Supervisor Gatlin joined the meeting at 8:04 a.m.**

**7. Review of Payment Vouchers (03/10/23 to 04/06/23) – Discussion/Action**

- Supervisor Beckfield motioned to approve. Motion carried 5-0.

**8. Future Meeting Dates/Times/Agenda Items**

- Reminder that there is a Regional Commissioner Committee meeting on May 4<sup>th</sup>.
- Future agenda items:
  - i. Supervisor Gatlin requested a summary of collaboration on projects between Eau Claire County and City of Eau Claire.
- Next meeting: Thursday, May 11 at 7:30 a.m. at Altoona Highway Facility.

**9. Adjourn at 8:15 a.m.**

Respectfully submitted,

*Natalie Szews*

Natalie Szews, Administrative Associate III  
Eau Claire County Highway Department

**APPROVED 05/11/23**