

## MINUTES

Eau Claire County

### • PLANNING & DEVELOPMENT COMMITTEE •

**Date:** Tuesday, December 12, 2023

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

**Location:** *Eau Claire County Courthouse, 721 Oxford Ave, Room 1277, Eau Claire, Wisconsin 54703*

\*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: 2604 233 9924

Password: N2fG4x73AGN

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

**Audio conference:** 1-415-655-0001 Access Code: 26042339924##

***For those wishing to make public comment, you must e-mail Rod Eslinger at [Rod.Eslinger@eauclairecounty.gov](mailto:Rod.Eslinger@eauclairecounty.gov) at least 60 minutes prior to the start of the meeting.***

*\*Please mute personal devices upon entry*

*A majority of the county board may be in attendance at this meeting, however, only members of the committee may take action on an agenda item.*

Members Present: Robin Leary, James Dunning, Dane Zook, Todd Meyer

Members Absent: Nick Smiar

Ex officio Present:

Staff Present: Rodney Eslinger, Ben Bublitz, Dean Roth

#### 1. Call to Order and confirmation of meeting notice

Chair Leary called the meeting to order at 7 p.m. and confirmed with Director Eslinger the meeting was properly noticed.

#### 2. Roll Call - Director Eslinger called roll of the committee: Members present are noted above.

#### 3. Public Comment - None

#### 4. Review/Approval of October 24, 2023, Meeting Minutes / Discussion – Action

**ACTION:** Motion by James Dunning to approve the October 24, 2023 committee meeting minutes as corrected. Motion carried on a voice vote: 4-0-0

#### 5. Public Hearings

- a. A conditional use permit request to convert a single-family dwelling into a two-family dwelling. Owner: TTH LLC. Applicant: Jeremy Skaw. Legal: Lot 12 Block 1 Sunny Meadows, Town of Washington, Eau Claire County, Wisconsin. CUP-00014-23

Ben Bublitz, Land Use Manager for Eau Claire County, presented the request to convert a single-family dwelling at 3413 Alf Avenue into a two-family dwelling. Mr. Bublitz noted that this request and the following conditional use permit request are identical in nature. He reviewed the location of the site within the Town of Washington, an aerial of the site, site plan, and adjacent land uses and zoning with the committee. Ben noted that the property is in the urban mixed use planning area, which is planned for mixed residential and commercial densities and uses that are severed by sewer and water. Mr. Bublitz reviewed the rough floor plans with the committee and indicated that the intent of the finished floor would result in two separate dwelling units. On November 16, 2023, the Town of Washington Town Board met and voted

4-1 to recommend approval of the conditional use request with the following conditions: widen driveway pads, new driveway permit is required, screening on the south property line at a minimum, and building inspector must grant permit for two family dwelling units.

Staff concluded that the applicant's request for a conditional use permit to convert a single-family residence to a two-family dwelling in the R-1 Residential Single-Family District complies with the code standards, is consistent with the purpose of the code and the standards for granting a conditional use. Mr. Bublitz recommended approval subject to the conditions in the staff report along with the town's conditions.

Speaking in support:

Jeremy Skaw, Real Land Surveying, spoke in favor of the request. Mr. Skaw was representing the applicant, Kyle Tutor. Mr. Skaw clarified the request for the committee and answered their questions.

Speaking in opposition:

Judy Funk, 3436 La Mont Street  
Jackie and Don Myers, 3517 Alf Ave.  
Linda Anderson, 3511 Alf Ave.  
Thomas Bauer, 3412 La Mont Court  
John Vonasek, 3511 Brian Street  
Dorothy Krall, 3421 La Mont Court

Reasons stated in the opposition testimony: The current owner was denied a rezoning request 1993 to change the zoning from R1 (single-family) to R2 District (two-family), on and off street parking, conflict with the single family neighborhood, icy roads, sewer and water, structures were never finished, and safety.

**ACTION:** Motion by Dane Zook to postpone the request to convert a single-family dwelling into a two-family dwelling to allow additional time for the town board to review the neighbor's opposition petition, and parking concerns. Motion carried on a voice vote: 4-0-0

- b. A conditional use permit request to convert a single-family dwelling into a two-family dwelling. Owner: TTH LLC. Applicant: Jeremy Skaw. Legal: Lot 11 Block 1 Sunny Meadows, Town of Washington, Eau Claire County, Wisconsin. CUP-00015-23

**ACTION:** Motion by Dane Zook to postpone the request to convert a single-family dwelling into a two-family dwelling to allow additional time for the town board to review the neighbor's opposition petition, and parking concerns. Motion carried on a voice vote: 4-0-0

#### 6. Committee Review of CUP-2011-21 Blugold Real Estate LLC to modify condition 2 / Discussion – Action

Ben Bublitz, Land Use Manager, presented the Blugold Real Estate's request to modify condition 2 of their CUP-2011-21 for the UWEC Children's Nature Academy to expand the academy from building A into building B as their daycare is at full capacity. The expansion will provide capacity for an additional 80 children. The property has adequate onsite parking, and the septic system was verified by Peterson Onsite that it is sized properly to handle the additional wastewater flows. The applicant will be working with Ayers Associates to prepare the construction plans. As required by the terms of the original permit, the applicant informed the Town of Washington of their desires to amend the permit.

Renee Strehlau represented the UWEC Children's Nature Academy and spoke in favor of the request. She qualified the need for the expansion and stated that by state code only so many children are allowed per room.

**ACTION:** Motion by James Dunning to approve the Blugold Real Estate LLC's request to modify their original conditional use permit (CUP-2011-21) request to use space in building B for the UWEC Children's Nature

Academy. Motion carried on a voice vote: 4-0-0

7. Final Plat for Ladybug Lane / Discussion – Action

Dean Roth, Eau Claire County Surveyor, presented the staff report for the Lady Bug Subdivision. Mr. Roth recommended approval of the Final Plat of Ladybug Lane subject to the conditions outlined in the staff report.

**ACTION:** Motion by Todd Meyer to approve the Final Plat of Ladybug Lane as recommended by staff. Motion carried on a voice vote: 4-0-0

8. Planning and Development Dept. 3<sup>rd</sup> Quarter Review – Discussion

Director Eslinger presented the P&D Q3 report to the committee and informed them that the report's format will be changing to better align with the County Board's strategic plan priorities.

9. Review of October-November bills / Discussion

The committee reviewed the October-November bills.

10. Proposed Future Agenda Items / Discussion

- a. Next scheduled meeting January 23, 2024, at 6:00 PM

11. Adjourn

**ACTION:** Meeting adjourned by unanimous consent at 8:25 p.m.

Respectfully Submitted,



Rodney Eslinger  
Clerk, Committee on Planning & Development