

## MINUTES

Eau Claire County

### • PLANNING & DEVELOPMENT COMMITTEE •

**Date:** Tuesday, January 23, 2024

**Time:** 6:00 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: 2534 575 3463

Password: rqPkgYmA337

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

**Audio conference:** 1-415-655-0001 Access Code: 2534 575 3463##

***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

Members Absent: Nick Smiar, Todd Meyer

Ex officio Present:

Staff Present: Rodney Eslinger, Ben Bublitz

1. Call to Order and confirmation of meeting notice.

Chair Leary called the meeting to order at 7 pm and confirmed with Director Eslinger that 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 December 12, 2023, Meeting Minutes / Discussion – Action

**ACTION:** Motion by Dane Zook to approve the December 12, 2023, committee meeting minutes as presented. Motion carried on a voice vote: 3-0-0

5. Public Hearings

- a. Continuation of 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 (CUP-0015-23) request are identical in nature. Ben indicated the reasons why the two CUPs were postponed at the last meeting to allow the town additional time to review the signed petition and to review the parking concerns that were stated during the initial public hearing. After staff consulted with the town officials, the town indicated their decision was final.

He refreshed the committee regarding 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

served 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. He updated the committee regarding the parking plans for each property, which included widening the driveway pads, and securing any necessary permits. Ben also reviewed with updated staff report conditions with the committee.

From the original hearing: 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. He noted that the rental agreement will state that no offsite parking is allowed on Alf Ave. and indicated that the final plan for each structure still has to be approved.

Shawn Tutor, applicant, clarified the parking proposal for the committee and answered their questions.

Speaking in opposition:

Judy Funk, 3436 La Mont Street

Jackie Meyers, 3517 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 approve the request to convert a single-family dwelling into a two-family dwelling subject to the terms outlined in the staff report. Motion carried on a voice vote: 2-1-0

- b. Continuation of 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

Refer to agenda item 5a. for an explanation.

**ACTION:** Motion by Dane Zook to approve the conditional use permit CUP-00015-23 request to convert a single-family dwelling into a two-family dwelling. Motion carried on a voice vote: 2-1-0.

- c. Withdrawn - A conditional use permit request for a religious use for an "Old Order Amish" cemetery. Owner: Christian Borntreger. Legal: The SE ¼ of the NW ¼ of Section 25, Township 26 North, Range 8 West, Town of Lincoln, Eau Claire County, WI: EXCEPT lands conveyed for Highway purposes. CUP-0016-23

This request was withdrawn by the owner prior to the meeting.

6. Committee Review—To modify the existing building pad area increasing its size approximately 3,500 square feet, Lot 2 Thistledown, Town of Washington, Eau Claire County, Wisconsin. (Dennison/Gartmann) / Discussion – Action

Ben Bublitz, Land Use Manager for Eau Claire County presented the staff report to the committee. He shared the location map, an aerial map, topographic map of the property, and the preliminary affidavit with the committee. Ben explained that the applicant was requesting to expand the building pad for lot 2 by 3,500 square feet to accommodate a garage construction. He noted that Aaron White, City Community Development Director, did not object to the request. Mr. Bublitz concluded by recommending approval of the request.

**ACTION:** Motion by James Dunning to approve the modification to the building pad for lot 2 of the Thistledown subdivision by 3,500 square feet. Motion carried on a voice vote: 3-0-0

7. Committee Review– To remove a plat restriction that prohibits any additional access to County Trunk Highway Q, Lot 9 Mossy Ridge, Town of Seymour, Eau Claire County, Wisconsin. (Hauck/Skaw) / Discussion – Action

Ben Bublitz reviewed the staff report with the committee. He indicated that the request was to remove a plat restriction limiting additional access to County Road Q on the Plat of Mossy Ridge so that lot 9 may be further redivided. He noted that the Highway Department is okay with removing the access restriction. approves Mr. Bublitz concluded by recommending approval of the request.

**ACTION:** Motion by Dane Zook to approve a request to remove a plat restriction that prohibits any additional access to County Trunk Highway Q. Motion carried on a voice vote: 3-0-0

8. Committee Review– To allow for lot width to be reduced less than 100-feet in an unzoned township, located in part of the SW ¼ of the NW ¼, Section 1, Township 27 North, Range 7 West, Town of Ludington, Eau Claire County, Wisconsin. (Olson/Cedar Corporation) / Discussion – Action

Ben Bublitz indicated that the request was to allow for a lot with less than 100 feet of road frontage in an unzoned town. Currently the property only fronts on the right of way for 47.94 feet and contains the existing driveway to the house. Ben indicated that the owner plans to divide his house off from the remaining land to create a 1.94-acre lot that he would keep and sell the remaining acreage.

Mike Olson, owner, addressed the committee and indicated that they are selling the farmland and retaining the house.

Ben recommended approval of the request as presented subject to the reasons given in his report.

**ACTION:** Motion by James Dunning to approve a request to allow for lot width to be reduced less than 100-feet in an unzoned township. Motion carried on a voice vote: 3-0-0

9. Nashville North CUP 0017-22 (special event for music concerts) review and alter permit condition #1 / Discussion – Action

Ben explained as a condition of the original approval of the CUP for Nashville North that the permit was to be reviewed annually to determine if any changes or modifications were necessary. Ben indicated that the department has not received any complaints regarding any of the events held within the last year and that the Town of Seymour is in full support of the request. He proceeded to explain the applicant's request for modification. Ben supported the applicant's requests.

**ACTION:** Motion by Dane Zook to approve a request to change CUP-0017-22 conditions regarding scheduling events and to accept the updated site plan. Motion carried on a voice vote: 3-0-0

10. Review of December bills / Discussion

The committee reviewed the department's bills.

11. Proposed Future Agenda Items / Discussion

- a. Next scheduled meeting February 27, 2024

12. Adjourn

**ACTION:** Meeting adjourned by unanimous consent at 7:12 p.m.

Respectfully Submitted,



Rodney Eslinger  
Clerk, Committee on Planning & Development