

**City of Eau Claire
Plan Commission Minutes
Meeting of September 4, 2018**

Eau Claire Area School District Boardroom

7:00 p.m.

Members Present: Messrs. Granlund, Brenholt, Seymour, Gragert, Pederson, Radabaugh, Weld, Larsen and Ms. Obaid

Staff Present: Messrs. Allen, Petrie, Ivory and Genskow

The meeting was chaired by Mr. Radabaugh.

1. **SITE PLAN (SP-1819) – Northwest Truck**

Mr. Petrie presented a request for site plan approval for Northwest Truck Service located at 4477 Robin Road. The proposed plan shows a 15,000 square foot truck repair shop. Required parking is based on the number of employees which is seven. The site plan shows 19 stalls for deliveries and customers. The site plan shows gravel parking for trucks which requires a waiver from the Plan Commission.

Dave and Jan Kott, 4115 Robin Road, owners of Northwest Truck, noted the gravel parking area will be crushed blue granite.

Lee Hennick, 3150 Runway Avenue, noted concern about truck traffic along Robin Road and health issues with gravel and dust.

Mr. Weld moved to approve the site plan with staff recommendations and approve the waiver for gravel parking as shown on the site plan. Seconded by Mr. Larsen and the motion carried.

2. **CERTIFIED SURVEY MAP (CSM-4-18) – Town of Seymour**

Mr. Petrie presented a request to approve a CSM to create two lots on North Shore Drive in the Town of Seymour. The property is 4.51 acres in size which would be divided into one 1.8 acre lot and one 2.71 acre lot. The property is within the sewer service area for the City of Eau Claire which requires one unit per ten acres. He noted the review criteria for infill lots within the sewer service area based on the agreement with the Town of Seymour.

Applicant, Mark Erickson with Everyday Surveying and Engineering was in attendance.

Mr. Weld moved to approve the CSM. Seconded by Mr. Larsen and the motion carried.

3. **DISCUSSION/DIRECTION**

A. **Parkland Dedication**


Mr. Ivory provided a report and overview of information about parkland dedication. He noted the history from previous attempts to adopt parkland dedication provisions, discuss current issues regarding the topic, and provided a timeframe for discussion moving forward. Staff provided a memo in July to provide background on this topic to the City Manager's office. This topic was brought up as part of the review of the update of the City's 5-year parks and open space plan.

The Commission members held a discussion about parkland dedication and directed staff to move the discussion forward.

- B. Landmark Designation – 819 3rd Avenue
Mr. Ivory noted that the Landmarks Commission has been contacted by the owner at 819 3rd Avenue for local landmark designation. This property was issued a conditional use permit for a bed and breakfast by the Plan Commission earlier this year. He noted the Landmarks Commission will hold a hearing on October 1, 2018.
- C. Multi-Family Design Standards
Mr. Petrie noted the Plan Commission held a discussion last year about Conservation Zoning Overlay Districts, which was recommended by the Neighborhood Revitalization Task Force. During the discussion, the Plan Commission decided that the Multi-Family Housing Design Manual would be a better way to implement multi-family design standards within the Zoning Code. Staff plans to get some direction from the community before discussing the options with the Plan Commission. Staff will hold two discussions over the next month, one with the neighborhood associations and one with the development community.
- D. Commercial Design Standards
Mr. Allen noted the completion of the Comprehensive Plan in 2015, which included a draft document from Weber Community Planning of the Eau Claire Commercial Design Guidelines. The Plan Commission identified commercial design guidelines as a 2018 work plan item, noting that staff would begin discussions.
- E. Code Compliance Items. None.
- F. Future Agenda Items. None.
- G. Additions or Corrections to Minutes.
Mr. Weld noted condolences from the Plan Commission to Mr. Dan Clumpner's family and Commonweal Development Corporation. He noted that Mr. Clumpner was involved in many development projects throughout the community.

4. **MINUTES**

The minutes of the meeting of August 20, 2018 were approved.


Terry Pederson, Secretary