



January 4, 2012

TO MEMBERS OF THE PLAN COMMISSION:

There will be a Regular Plan Commission Meeting on **Monday, January 9, 2012 at 6:00 p.m.** held in the Council Chambers at Altoona City Hall.

Agenda:

1. Call Meeting to Order.
2. Roll Call.
3. Citizen Participation Period.
4. Discuss/consider approval of minutes of the December 12, 2011 Regular Plan Commission Meeting.
5. Preliminary consultation regarding a Certified Survey Map submitted by Robb Majeski of Cottagewood Group for properties located in the Country Club Estates Addition.
6. Preliminary consultation regarding a Certified Survey Map for City property located in the River Prairie.
7. Miscellaneous Business and Communications.
8. Adjournment.

A handwritten signature in cursive script that reads "Cindy Bauer".

Cindy Bauer
City Clerk

Note: If you are unable to attend, please contact 839-6092.

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the City Clerk's Office at 839-6092 with as much advance notice as possible.

NOTE: It is possible that members of other governmental bodies of the municipality may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.



MEMORANDUM

TO: Plan Commission Members
FROM: Mike Golat, City Administrator
DATE: January 5, 2012
SUBJECT: January 9, 2012 Plan Commission Meeting Items

Provided below for your consideration is a summary of the January 9, 2012 Regular Plan Commission Meeting agenda items.

ITEM 5 - Preliminary consultation regarding a Certified Survey Map submitted by Robb Majeski of Cottagewood Group for properties located in the Country Club Estates Addition.

Robb Majeski of Cottagewood Group is proposing a certified survey of land that is within the Country Club Estates Addition accessed from Fairway Drive and located west of the Highway 53 Bypass. This is one step in a process of development of the lands that were rezoned to River Prairie Mixed Use by the Common Council on December 8, 2011. The Certified Survey will provide for clear definition of street dedications. The numerous parcels within the Country Club Estates Addition that are owned by Cottagewood Group will be aggregated into major areas with boundaries that can serve for staged development. These lands are intended for the construction of "Twin Homes" as discussed at the Public Hearing for the recent rezoning. As a follow-up to the proposed Certified Survey, the lands are to be subsequently re-platted for individual home sites. The Final CSM and the Preliminary Plat are anticipated for the February 13, 2012 meeting of the Plan Commission.

No action is necessary at this time; however if the Plan Commission wishes to provide input regarding the proposed CSM, any direction may be incorporated into the final CSM.

ITEM 6 – Preliminary consultation regarding a Certified Survey Map for City property located in the River Prairie.

Attached for your review is a proposed certified survey map for an 18 acre parcel owned by the City in the Southeast quadrant of River Prairie. Staff is proposing the CSM in anticipation of marketing the property for sale. The CSM will create three separate parcels, which may be sold together or separately.

No action is necessary at this time; however if the Plan Commission wishes to provide input regarding the proposed CSM, any direction may be incorporated into the final CSM. The final CSM will likely be brought forward in February.