



PLAN COMMISSION

Wednesday, August 13, 2025 – 6:30 PM

Town Hall Meeting Room, 8348 Hickory Ave, Larsen, WI 54947

MINUTES

CALL TO ORDER – Chair Knapinski called the meeting to order at 6:30 pm

- A. Pledge of Allegiance
- B. Verification of Notice
- C. Meeting Roll

PRESENT

Chair Knapinski
Commissioner Haskell
Commissioner Nemecek
Commissioner Haase
Commissioner Ketter
Commissioner Hopkins
Town Board Rep. Christianson

STAFF

Administrator Wisnefske
Clerk Faust-Kubale
Code Administrator Kamke

APPROVAL OF MINUTES

- A. Approval of the Minutes of the Wednesday, July 9, 2025 Plan Commission Meeting

MOTION

Motion made by Commissioner Haskell, **Seconded** by Commissioner Hopkins to approve the Minutes of the Wednesday, July 9, 2025 Plan Commission Meeting as presented.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Ketter, Commissioner Hopkins, Town Board Rep. Christianson

Motion carried 7-0.

OPEN FORUM – Public comments addressed to the Plan Commission – NONE

CORRESPONDENCE

- A. Distribution of the July 2025 Building Inspection Report

DISCUSSION ITEMS (NO ACTION WILL BE TAKEN)

- A. Administrator's Report

BUSINESS

- A. Review/Recommendation: Plan Commission review & recommendation on a CSM Review Application submitted by Chris Perreault on behalf of John Kulogo to combine approximately 3.95 acres of Tax ID #006-0420-05 with Tax ID #006-0420-03 (3442 County Rd II), creating a lot approximately 5.2 acres in size.

MOTION

Motion made by Commissioner Nemecek, **Seconded** by Commissioner Ketter to recommend approval of the CSM submitted by Chris Perreault on behalf of John Kulogo with the following conditions:

1. The on-site sewerage system is only partially shown on the proposed CSM. The drain field must be included on the survey to complement the documented tank access manhole.
2. Ownership of adjacent lots must be listed on the map.
3. Distance of the northern-most accessory building from the nearest south lot line should be added, to document if the building is conforming to setback and height limits for the district.
4. Notes on the map indicate that no ownership change is occurring as part of the survey; it should be clarified if the new lot will be co-owned by both the LLC and the individual.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Ketter, Commissioner Hopkins, Town Board Rep. Christianson

Motion carried 7-0.

UPCOMING MEETING ATTENDANCE

- A. Plan Commission (6:30 pm start unless otherwise noted) - Sept 10; Oct 8; Nov 12
B. Town Board (6:30 pm start unless otherwise noted) - Aug 20; Sept 3 & 17; Oct 1 & 15

ADJOURNMENT

MOTION

Motion made by Commissioner Haskell, **Seconded** by Commissioner Nemecek to adjourn at 6:38 pm.

Voting Yea: Chair Knapinski, Commissioner Haskell, Commissioner Nemecek, Commissioner Haase, Commissioner Ketter, Commissioner Hopkins, Town Board Rep. Christianson

Motion carried 7-0.

Respectfully submitted,

Kelsey Faust-Kubale
Town Clerk