



LONG RANGE PLANNING COMMITTEE

The City of Tomah Long Range Planning Committee (LRPC) met in session after the Citizen Participation Committee on **Tuesday, April 27, 2021** at 5:43 p.m. in the Municipal Building, 819 Superior Avenue, Tomah, WI, and via Zoom teleconference. The meeting access information was provided on the posted agenda. The meeting agenda notice was posted at City Hall and on the City's website in compliance with the provisions of Section 19.84 Wisconsin Statutes.

Call to Order – Roll Call: Member Vice-Chair Dustin Powell called the meeting to order at 5:43 p.m. Members present: Adam Gigous, Remy Gomez, Mike Murray, Dustin Powell, Tina Thompson, Joanne Westpfahl, and Shawn Zabinski. Absent: Jeff Holthaus and Pete Reichardt. Quorum present.

Also in attendance: City Administrator Brad Hanson, Building Inspector Shane Rolff, Public Safety Director/Fire Chief Tim Adler, MSA Community Planner Steve Tremlett, Deputy City Clerk Berta Downs and seven community members.

Approval of March 23, 2021 Meeting Minutes: Motion by Murray, second by Zabinski to approve the minutes of the March 23, 2021 meeting. Motion carried.

Discuss Design Standards Amendment for Properties Located in Transitional Area: Rolff asked the board members to take a look at amending the Downtown Design Standards for the transitional areas rather than grant waiver after waiver. Several waivers have been considered and approved allowing the building to use vinyl siding, which is currently prohibited in this area per the Downtown Design Standards.

Steve Tremlett, MSA Community Planner, recommended amending the standards to allow for vinyl siding in the transitional area for the downtown with the following two options: Option 1, no use on Superior Avenue, but to allow use on all other sides, or Option 2, Allow for accent use on Superior Avenue, and use as the primary material on all other sides.

Murray left the meeting at 5:50pm. Quorum present.

Motion by Gomez, second by Gigous, to make a recommendation for the Common Council to approve Option 2, allowing vinyl siding accent use on Superior Avenue and to use as the primary material on all other sides in the transitional area. Motion carried.

Reviewing Certificate of Appropriateness and Waiver Request – 411 Superior Ave: Mary Maas, owner of Fastax LLC, has submitted an application for certificate of appropriateness for new vinyl siding and deck repair at 411 Superior Avenue. This building is located in the transitional area and Maas is requesting a waiver to use vinyl siding due to creating an undue hardship.

Motion by Thompson, second by Zabinski to approve the Certificate of Appropriateness for Fastax LLC at 411 Superior Avenue for Mary Maas as submitted and to allow the use of vinyl siding. Motion carried.

Reviewing Certificate of Appropriateness and Waiver Request – 111 E Jackson St: Judith Jonson Faulkner has submitted an application for certificate of appropriateness for new vinyl siding, metal roofing, and windows at 111 E Jackson Street. This building is located in the transitional area and Jonson Faulkner is requesting a waiver to use vinyl siding due to creating an undue hardship.

Motion by Thompson, second by Gomez to approve the Certificate of Appropriateness for Judith Jonson Faulkner at 111 E Jackson Street as submitted and to allow the use of vinyl siding. Motion carried.

Discussion on Food Truck Regulations: Currently, the city only requires a Direct Sellers/Transient Merchandise Registration application to run a food truck business as it is only temporary. Rolff address in the downtown care, how do we as a city regulate those standards? Currently, the city has no regulations to permit this use. The LRPC should concentrate on standards set for the downtown areas only and the planning commission will set regulations for the rest of the city.

Steve Tremlett, MSA Community Planner, provided regulations and design standards developed in other Wisconsin communities to initiate this conversation on food trucks. He also provided two major concerns for allowing this use: 1.) How do you procedural approve and keep track of this temporary use, and 2.) What regulations should be established with the use, during and after operation, and should the requirements differ by location (i.e. downtown vs. another location).

Anthony Rocco with BAD Properties presented to the board his envision of a food truck venue located in the downtown area. He wants to provide an area to eat, play lawn games, possibly add an outdoor movie center, and to help generate commerce in the downtown area.

Rolff advise the city is looking into setting standards for food trucks in and outside of the downtown area. This is informational only, no action needed on this item.

Building Inspector Project Updates: Rolff advised no new projects at this time. The project located at 935 N Superior Avenue is nearing completion and adding five executive offices to include a bathroom. The old hospital will be turned into a Community Based Residential Facility (CBRF) to include 30 - 40 beds.

Administrator Updates: Hanson advised the city is not ready to roll out the creation of the new TIF district which will lose some value due to the loss of a burnt building in the downtown area. The hotel comprehensive study for economic development is on-going and results should be back soon. It is very important for the business owners to complete these surveys to help collect information.

Next Meeting Date: May 25, 2021.

Adjournment: Motion by Thompson, seconded by Westpfahl to adjourn at 6:54 p.m. Motion carried.

Respectfully submitted by:

Berta Downs

Berta Downs, Deputy City Clerk, April 30, 2021