



## LONG RANGE PLANNING COMMITTEE MINUTES

The City of Tomah Long Range Planning Committee (LRPC) met in session on **Tuesday, January 25, 2022** at 5:30 p.m. in the Municipal Building, 819 Superior Ave, 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 Chair Remy Gomez called the meeting to order at 5:30 p.m. Members present: Jeff Holthaus, Tina Thompson, Adam Gigous (via Zoom,) Pete Reichardt and Shawn Zabinski (via Zoom.) Absent: Mike Murray, Dustin Powell, and JoAnn Westpfahl. Quorum present.

Also in attendance: Building Inspector Shane Rolff, Public Works Director Kirk Arity, Deputy City Clerk Nicole Jacobs, and Deputy City Clerk Matthew Baumgartner.

**Approval of November 2021 minutes:** Motion by Thompson, second by Gigous to approve the minutes of the November 30, 2021 meeting. Motion carried.

**Building Inspector project updates:** Rolff gave a brief update on the four-story hotel being built on Buan St in Tomah. The project has approved plans for footing and foundation; they are still waiting for State approved plans for the remainder of the building. Rolff informed the committee that McDonald's on N Superior Ave is still corresponding with Arity and Rolff about its preliminary plans to possibly demolish and replace the existing structure with the exact same footprint. Rolff told the committee about a brew pub potentially coming to town, which is still in the very preliminary planning stages. Holthaus asked about a rumor regarding property by Pizza Hut having sold; Rolff said he hadn't heard anything about it. Thompson asked about updates regarding a parcel potentially being de-annexed from the City; Rolff stated that any questions at this time would be better directed to the City Attorney. Following a question from Holthaus, Rolff also talked about a potential developer having met with potential investors in Tomah one month ago to explore the possibility of building a hotel in downtown Tomah, however, Rolff hasn't been contacted by either party since then.

**Administrative Updates:** Rolff requested the committee skip administrative updates for the next few meetings until there is an update on the Senior Executive Team (SET.)

**Discuss role of the Long Range Planning Committee in comparison to the Planning Commission:** Rolff started a conversation about the role of the LRPC going forward, stating that the committee was formed as part of potential development of the railroad property. Ever since, Rolff feels that the committee has been spinning its wheels as far as direction and what the role of the committee is. Rolff provided the committee with a copy of the ordinance, listing powers and duties. Thompson said she would prefer to get a suggestion from the SET (Senior Executive Committee) regarding either turning the committee into something else or dissolving it. Rolff stated that the SET's recommendation would mostly likely be to transform the committee into something closer to an Economic Development Committee; Gigous felt that solution made the most sense. Reichardt always envisioned more of an Economic Development Committee to help Tomah grow and attract more businesses as well as housing projects. Gomez agreed with a lot of the discussion and pointed out that the City doesn't currently have a planner or an economic developer, suggesting it is a good opportunity for the committee to take on that role. Thompson asked which committee members would be interested in staying on the committee if it became an Economic Development Committee; Reichardt, Holthaus and Thompson all said that is the only way they would remain on the committee. Gomez also inquired which committee members lived inside/outside city limits, stating he felt participation from both was vital to the success of the committee.

**Discuss reviewing Certificate of Appropriateness (major vs. minor):** Rolff suggested not bogging the committee down with the review of procedural Certificate of Appropriateness (minor) moving forward. Thompson said she felt it could be handled at staff level. Rolff also suggested looking at how the City defines major projects vs. minor projects.

**Update/review of Comprehensive Plan:** Rolff reminded the committee members that the first comprehensive plan was created in 2003 and that statutory requirements state it must be updated every 10 years; the latest version was adopted in 2013 and will need to be updated by next year (2023.) Rolff explained that the City had paid MSA close to \$21,000 to update the plan 10 years ago. Rolff estimated the cost might be closer to \$30,000 presently. Though he still plans to obtain an estimate from MSA on what the update would cost, Rolff's initial thought was to have the committee review the document, do the update on its own and potentially save the City money.

**Next Meeting Date – February 22, 2022:** The board set the next meeting date for Tuesday, February 22, 2022 at 5:30 p.m. in the Municipal Building, 819 Superior Ave, Tomah, WI.

**Adjournment:** Motion by Holthaus, second by Reichardt to adjourn at 6:06 p.m. Motion carried.

Respectfully submitted by:

*Nicole Jacobs*

Nicole Jacobs, Deputy City Clerk, January 31, 2022