

# MINUTES FOR PLANNING COMMISSION

A Planning Commission was held on **Thursday, October 26, 2023 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

**Bryan Meyer called the meeting to order at 5:30 PM**

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## **ROLL CALL**

Present: Bryan Meyer, Tina Thompson, John Glynn, Eric Prise, and Brian Rice.

Absent: Travis Scholze and Mike Murray. Also present: Shane Rolff.

## **APPROVAL OF MEETING MINUTES**

Motion by Thompson, second by Prise to approve the meeting minutes for August 2023. All ayes.  
Motion carried.

## **CERTIFICATE OF APPROPRIATENESS**

### A. Review/Approval of Certificate of Appropriateness: 1408 Superior Ave

Jay Larsen and Troy Gilson present. Certificate of Appropriateness will be pushed as not all the information has been received yet. M&M building has requested a waiver for 18ft in height to the midpoint of the gable, a difference of 9 inches.

Motion by Glynn, second by Thompson to approve the 9-inch extension of roof peak. All ayes.  
Motion carried.

### B. Review/Approval of Certificate of Appropriateness: 1004 Superior Ave

Motion by Glynn, second by Rice to approve the Certificate of Appropriateness as presented. All ayes. Motion carried.

## **SITE PLAN REVIEW**

### A. Review/Approval of Site Plan: 1620 Winnebago Ave

Motion by Price, second by Glynn to approve the site plan with the conditions the egress lighting meets the ordinance requirements. The proposed lighting shall source(bulbs) shall not be visible from adjacent properties and the property survey be completed and submitted to Zoning upon completion. All ayes. Motion carried.

## **CERTIFIED SURVEY MAP**

Review/Approval of, Certified Survey Map (CSM) for Terry F. Larkin Revocable Trust, Description: Col. 2 Certified Survey Maps, Page 210, Doc. No. 321777, located in Lots 13 and 14, Block 3, Nuzum's Addition, being part of the NE1/4-SE1/4, Section 5, T17N-R1W, City of Tomah, Monroe County, Wisconsin.

Meyer reviewed the CSM and it meets all requirements. Motion made by Meyer, second by Thompson. All ayes. Motion carried.

Review/Approval of, Certified Survey Map (CSM) for Eagleson Family Trust, Description: Lot 6 and the North 27 feet of Lot 7, Block 3, Mason's Addition, being part of the NW1/4-NE1/4, Section 9, T17N-R1W, City of Tomah, Monroe County, Wisconsin.

Meyer reviewed the CSM and it meets all requirements. Motion made by Meyer, second by Prise. All ayes. Motion carried.

Review/Approval of, Certified Survey Map (CSM) for Shane Kierstyn, Description: Outlot 18 and the South 1/2 of Lot 19, Assessor's Plat, being part of the SE1/4-SE1/4, Section 33, T18N-R1W, City of Tomah, Monroe County, Wisconsin.

Meyer reviewed the CSM and it meets all requirements. Motion made by Meyer, second by Thompson. All ayes. Motion carried.

**DISCUSSION ITEMS**

Discussion and Recommendation to Utilize Economic Development Funds to Pay for a Survey and for the Completion of the 2023 Comprehensive Plan Update

Motion by Thompson, second by Prise to not exceed \$10,000. All ayes. Motion carried.

Discussion and Recommendation on the Use of Economic Development Funds to Contract Vandewalle & Associates to Provide Assistance with Economic Development Duties

Rolf to reach out to Vandewalle to see what services they could provide the city for economic development.

**ADJOURNMENT**

Motion by Prise, second by Rice to adjourn at 6:20 PM

Respectfully submitted,

Casey Kinnear, Public Works Bookkeeper/Code Enforcement Officer