



LONG RANGE PLANNING COMMITTEE MINUTES

The City of Tomah Long Range Planning Committee (LRPC) met in session on **Tuesday, May 24, 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: D. Powell called the meeting to order at 5:31 p.m. Members present: Dustin Powell, Shawn Zabinski, Tina Thompson, Mike Murray, and Eric Prise. Absent: Jeff Holthaus, Pete Reichardt, Joanne Westpfahl, and Adam Gigous. Quorum present.
Also in attendance: Building Inspector/Zoning Administrator Shane Rolff and Deputy City Clerk Nicole Jacobs.

Approval of Tuesday, April 26, 2022 Long Range Planning Committee meeting minutes: Motion by E. Prise, second by S. Zabinski, to approve the minutes of the April 26, 2022 meeting. Motion carried.

Determine key initiatives/roles the LRPC would like to pursue as a committee and possibly develop a work plan: S. Rolff facilitated a discussion amongst committee members to determine key initiatives the committee would like to pursue moving forward. Vandewalle & Associates provided a list of ideas for key initiatives. S. Rolff and committee chair, D. Powell had a preliminary discussion prior to the meeting to discuss their thoughts on what areas would be best to concentrate on. D. Powell felt some of the ideas weren't necessarily measurable. He would like to see the committee focus on initiatives that best support the committee's goal of seeing continual improvement in the outlook of the town. D. Powell suggested the committee's key initiatives be TIDs, redevelopment, and housing. All of the committee members were on board with the LRPC focusing primarily on those three items. S. Rolff will meet with Vandewalle and come back to the committee with a working plan going forward with a focus on those three initiatives. No action taken.

Recommendation for Planning Commission to replace language regarding procedures for approvals in the Downtown Design Standards Handbook from the LRPC to the Planning Commission: S. Rolff explained that City staff went through the entire document, replacing the LRPC with the Planning Commission. The Planning Commission will take action on an actual ordinance amendment. Motion by T. Thompson, second by S. Zabinski, to recommend Planning Commission replace language regarding procedures for approvals in the Downtown Design Standards Handbook from the LRPC to the Planning Commission. Motion carried.

Staff Report – Alternate member for the LRPC ordinance amendment: At the committee's April meeting, S. Rolff suggested the committee have an alternate member that won't count toward a quorum, but will act in the event there is no quorum. Motion by M. Murray, second by T. Thompson, to recommend council amend City Ordinance Sec. 2-557 to add an alternate member to the Long Range Planning Committee. Motion carried.

Next Meeting Date: The committee set the next meeting date for Tuesday, June 28, 2022 at 5:30 p.m. in the Municipal Building, 819 Superior Ave, Tomah, WI.

Adjournment: Motion by E. Prise, second by S. Zabinski to adjourn at 6:01 p.m. Motion carried.

Respectfully submitted by:

Nicole Jacobs

Nicole Jacobs, Deputy City Clerk, May 31, 2022