



AGENDA FOR PLANNING COMMISSION

MEETING NOTICE

A Planning Commission meeting will be held on **Thursday, September 22, 2022 at 5:30 PM** in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

Join Zoom Meeting

<https://us06web.zoom.us/j/2708608080?pwd=ZTZ0cmllVEFEb1dzVDNwdi91UHFYQT09>

Meeting ID: 270 860 8080

Passcode: 206751

One tap mobile +13126266799,,2708608080#,,,,*206751# US (Chicago)

ROLL CALL

APPROVAL OF MEETING MINUTES

A. [August 2022 Minutes](#)

DISCUSSION ITEMS

1. Adoption of Amendment for Public Participation Plan
2. [Site Plan Review: 201 Sime](#)
3. [Site Plan Review: 2015 N Superior](#)
4. [Site Plan Review: 1100 E McCoy](#)
5. [Economic Development Fund Ordinance Amendment](#)
6. Formula for House Move Bond

CERTIFIED SURVEY MAP

1. Review/Approval of, Certified Survey Map (CSM) for Schafer Properties Partners LLC, Description: A parcel of land located in Vol. 2 Certified Survey maps, page 221, Doc. No. 321788 and Vol. 3 Certified Survey Maps, Page 338, Document No. 345422, being part of Outlot 247, Assessor's Plat, located in the NE1/4-NE1/4, Section 9, T17N-R1W, City of Tomah, Monroe County, Wisconsin.

ADJOURNMENT

NOTICE: It is possible that a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Becki Weyer, City Clerk, at 819 Superior Avenue, Tomah, WI 54660.

MINUTES FOR PLANNING COMMISSION

A Planning Commission was held on **Thursday, August 25, 2022 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.

ROLL CALL

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

Absent: Mike Murray, Brian Rice and Adam Gigous.

APPROVAL OF MEETING MINUTES

Motion made by Prise, second by Thompson to approve previous months minutes. All ayes. Motion carried.

PUBLIC HEARING

Public hearing, Section 52-68, to consider the Conditional Use Permit application of Ryan Valentine, to obtain a permit to operate a home business from his residence at 607 East Ave.

Public hearing opened at 5:30 PM. Ryan Valentine took to the podium to discuss his background and security at his residence. Deborah Caudle and Sandra Vinney appeared via zoom. Both residences had concerns with Mr. Valentine receiving the Conditional Use Permit. Mrs. Vinney expressed that she would appeal the permit if it was granted.
Public hearing closed at 5:39 PM.

Discussion and recommendation related to the request from Ryan Valentine to obtain a Conditional Use Permit to operate a home business from his residence at 607 East Ave.

Motion made by Thompson with conditions of no signage, second by Glynn. All ayes. Motion carried.

PUBLIC HEARING

Public hearing, Sec. 18-129, to consider amendments to land zoned for business or industrial use.

Public hearing opened at 6:03 PM. Ordinance change is to replace building inspector with Plan Commission. There was no public present or on zoom wishing to speak on this topic. Public hearing closed at 6:10 PM.

Discussion and recommendation on ordinance amendment for Sec. 18-129.

Discussion on what is acceptable for a shipping container. Motion was not made on this ordinance amendment until before meeting was adjourned. Motion made by Thompson second by Glynn to approve the amendment. All ayes. Motion carried.

PUBLIC HEARING

Public hearing, Sec. 8-1 and 8-61, to consider amendments to Definitions and Housing of farm and exotic animals prohibited ordinances.

Public hearing opened at 6:17 PM. No public present or on zoom that wished to speak on this topic. Public hearing closed at 6:12 PM.

Discussion and recommendation on ordinance change for Sec. 8-1 and 8-61, Definitions and Housing of farm and exotic animals prohibited.

Motion made by Prise second by Thompson to approve the changes. All ayes. Motion carried.

PUBLIC HEARING

Public hearing, to amend Downtown Design Standards volumes 2 and 3 to replace LRPC with Plan Commission.

Public hearing opened at 6:17 PM. Lamont Kiefer was in attendance and wished to speak to the Commission. Mr. Kiefer was curious on the reason behind Plan Commission taking over Downtown Design Standards from LRPC. Thompson stated that she is also on LRPC and that LRPC wants to move towards economic development and trying to rebrand LRPC.

Public hearing closed at 6:27 PM.

Discussion and recommendation for Downtown Design Standards amendments

Motion made by Glynn second by Thompson. All ayes. Motion carried.

DISCUSSION ITEMS

A. Review outdoor facilities ordinance

Outdoor facilities are tied to liquor licenses. Liquor licenses are renewed yearly. Lengthy discussion on requirements and guidelines. Alexandra Matthews and Lamont Kiefer were in attendance to speak on the topic. Shane will bring back changes next month.

B. Comprehensive Plan LRPC and Sub Committee

Discussion on the sub committee and how there are only 2 people on the committee and they would like 5 members. Meyer volunteered to serve on subcommittee. More discussions with the Mayor needed.

C. Discussion and recommendation on Public Participation Plan Adopted by Plan Commission

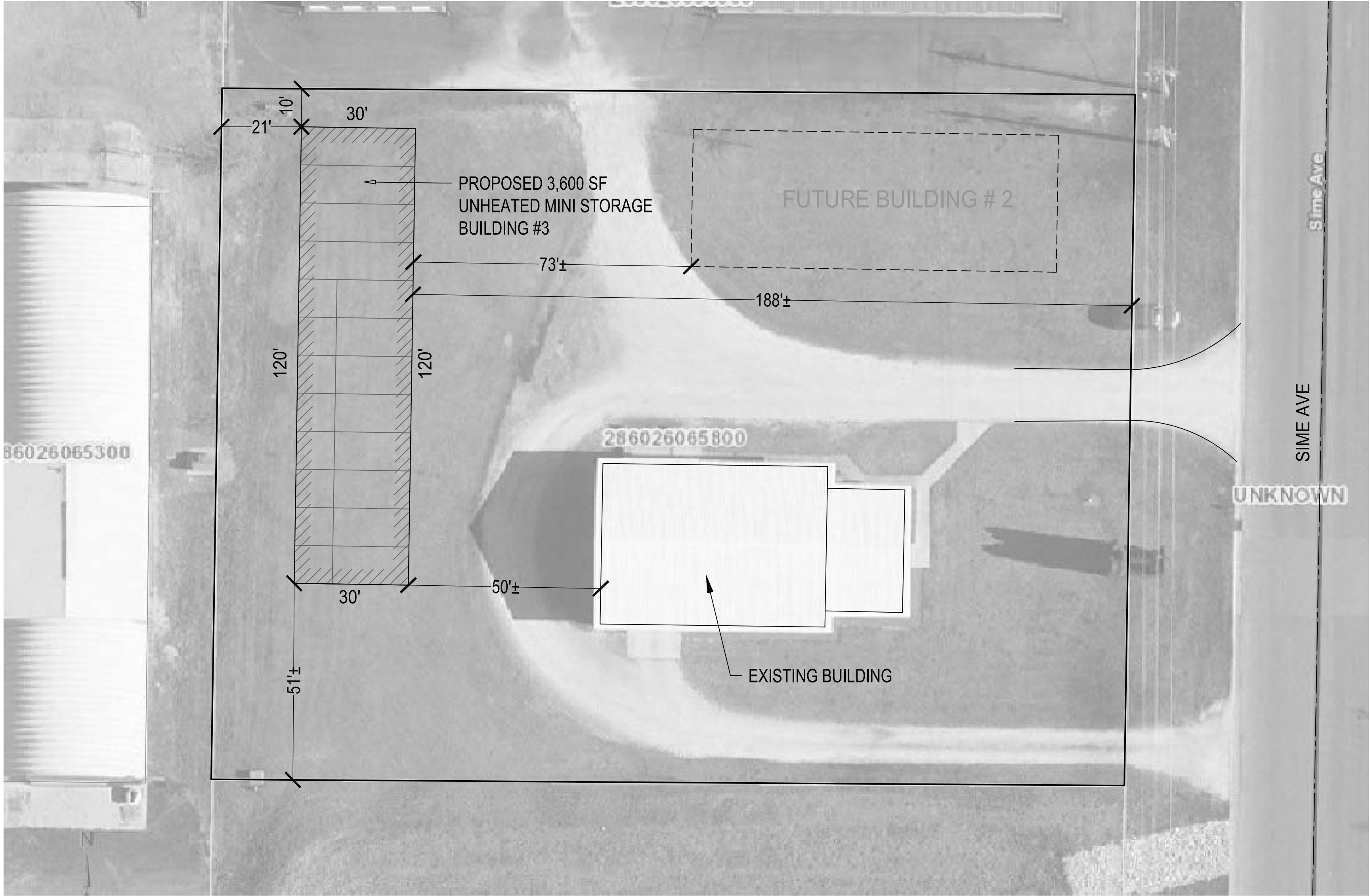
After discussion motion made by Prise second by Glynn to recommend to adopt the Public Participation Plan.

Next Plan Commission meeting will be September 22, 2022.

ADJOURNMENT

Motion made by Thompson to adjourn at 7:03 PM second by Prise.

Minutes to be Approved September 22, 2022



SITE OVERVIEW
SCALE: 1" = 20'

PROVIDE 8' X 18' ACCESSIBLE PARKING STALL WITH ADJACENT 8' X 18' MANEUVERING SPACE NEAR TO ACCESSIBLE UNIT(S). ROUTE TO ACCESSIBLE UNIT(S) SHALL NOT HAVE A SLOPE GREATER THAN 1/4":12" IN ANY DIRECTION AT ANY LOCATION.

ON ACCESSIBLE ROUTE, PER ANSI A117.1 SEC 303.3, CHANGES IN LEVEL GREATER THAN 1/4", AND NOT MORE THAN 1/2" MAXIMUM IN HEIGHT, SHALL BE BEVELED WITH A SLOPE NOT STEEPER THAN 1:2. CHANGES IN ELEVATION GREATER THAN 1/2" SHALL BE RAMPED TO COMPLY WITH SEC 405 OR 406. SURFACES SHALL BE STABLE, FIRM AND SLIP RESISTANT PER 302.1. PROVIDE BUILDING OR POLE MOUNTED SIGN BEARING THE INTERNATIONAL SYMBOL OF ACCESSIBILITY. BOTTOM OF SIGN TO BE MINIMUM 60" ABOVE FINAL GRADE.

Need to build
PINNO BUILDINGS
 Quality Post Frame Buildings
 W8856 COUNTY ROAD T
 ROSENDALE, WI 54974
 PHONE: 800.622.7010
 WWW.PINNO.COM

SITE: Cityside Properties LLC
 201 Sime Ave
 Tomah WI 54680
 Monroe County
 JOB NO. 2022-013

OWNER: Cityside Properties LLC
 ATTN: Mike Pajji
 P.O. Box 601
 Tomah, WI 54680

BUILDING: UNHEATED MINI-STORAGE BUILDING #3
 30' x 120' x 9'-6" eave ht.

-COPYRIGHT NOTICE-
 UNAUTHORIZED COPYING OF
 OR BUILDING FROM PLANS IS
 VIOLATION OF U.S. COPYRIGHT LAWS,
 CONSTITUTING CRIMINAL THEFT

DRAWING NO. 22-151
 DRAWN BY: K.JIMMEL
 ISSUE DATE: 06/09/2022
 REVISIONS:

PAGE: C1 OF C1



M-2 – General Industrial District

Lot Requirements

- Min. area = 20,000 sq. ft.
- Min. frontage = 100 ft.
- Max. building height = 45 ft.
- Max. lot coverage = 60%

Setbacks

- Principal structure setbacks:
 - Front = 25 ft.
 - Side = 25 ft.
 - Rear = 20 ft.
- Accessory structure setbacks:
 - Side = 10 ft.
 - Rear = 10 ft.

Permitted Uses

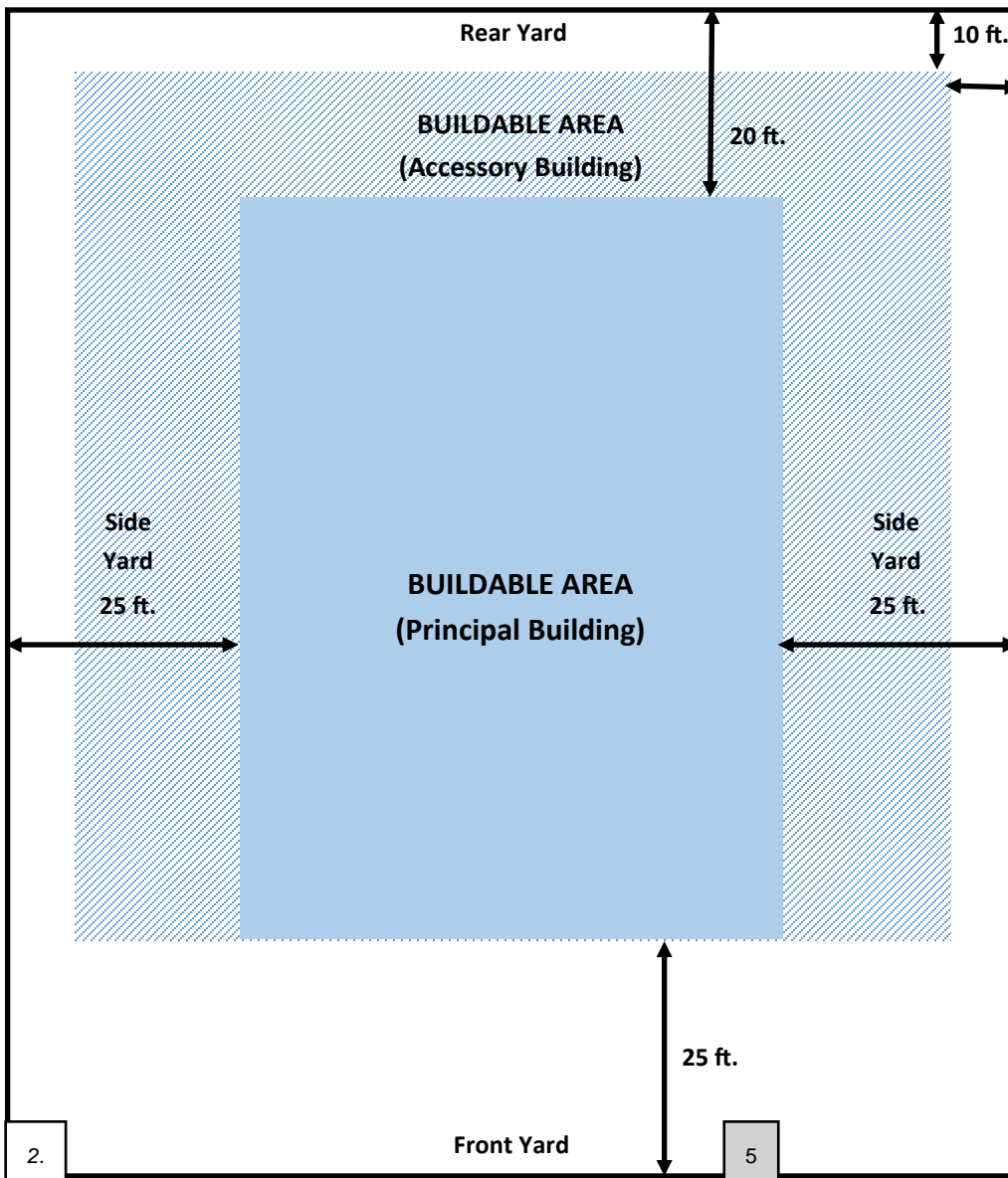
- All uses permitted in M-1
- Freight yards and terminals
- Ministorage facilities
- Transshipment
- All other manufacturing and processing uses except those listed as conditional

Conditional Uses

- All uses conditional in M-1
- Mineral extraction

Minimum Setbacks

Principal Accessory





B-2 – Highway Business District

Lot Requirements

- Min. area = 20,000 sq. ft.
- Min. frontage = 100 ft.
- Max. building height = 45 ft.
- Max. lot coverage = 50%

Setbacks

- Principal structure setbacks:
 - Front = 50 ft.
 - Side = 25 ft.
 - Rear = 30 ft.
- Accessory structure setbacks:
 - Side = 10 ft.
 - Rear = 10 ft.

Permitted Uses

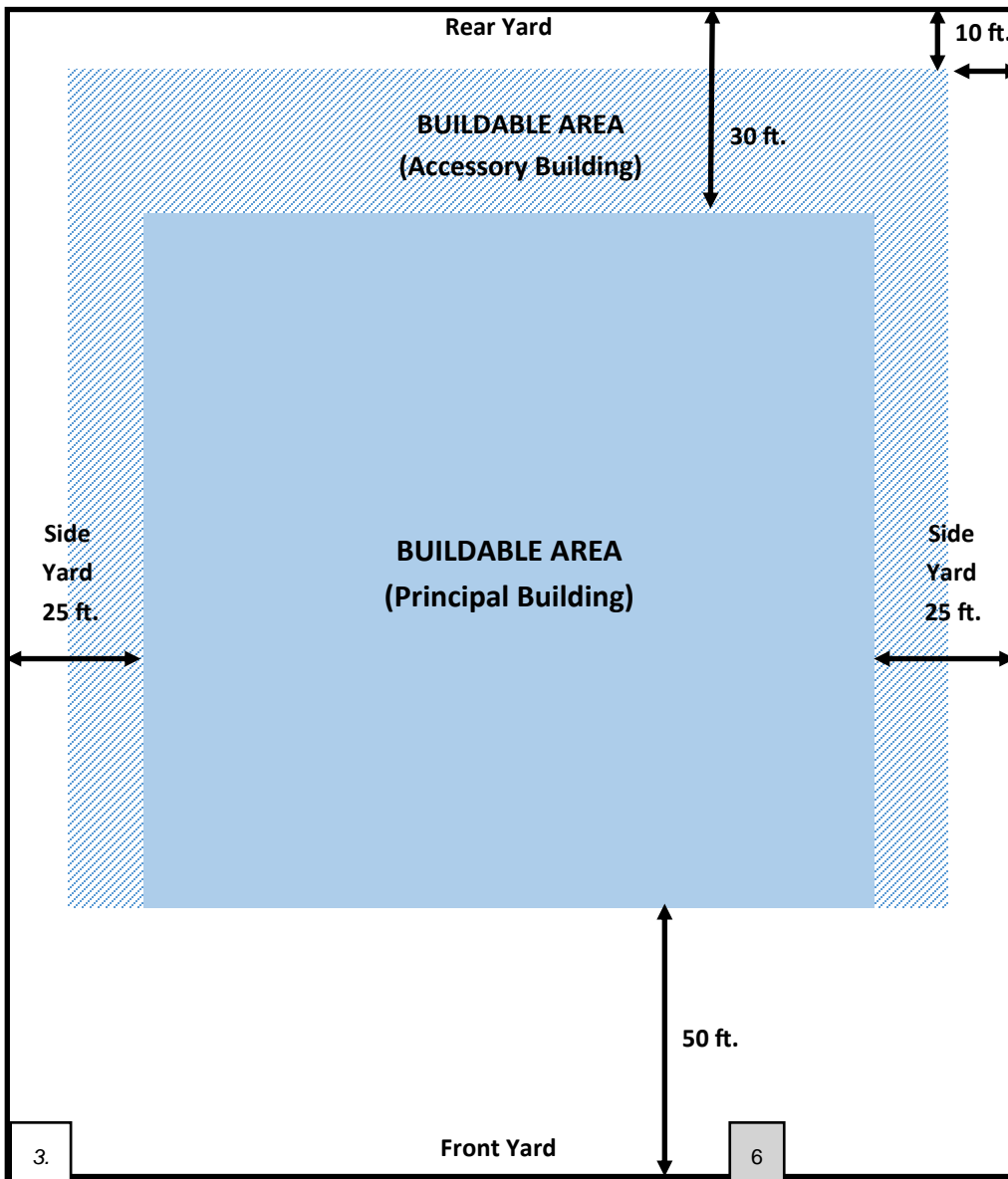
- Highway/tourist oriented retail sales
- Restaurants
- Motels
- Auto and truck service stations
- Repair garages
- Convenience food stores
- Specialty food or gift shops
- Residential quarters for business owners

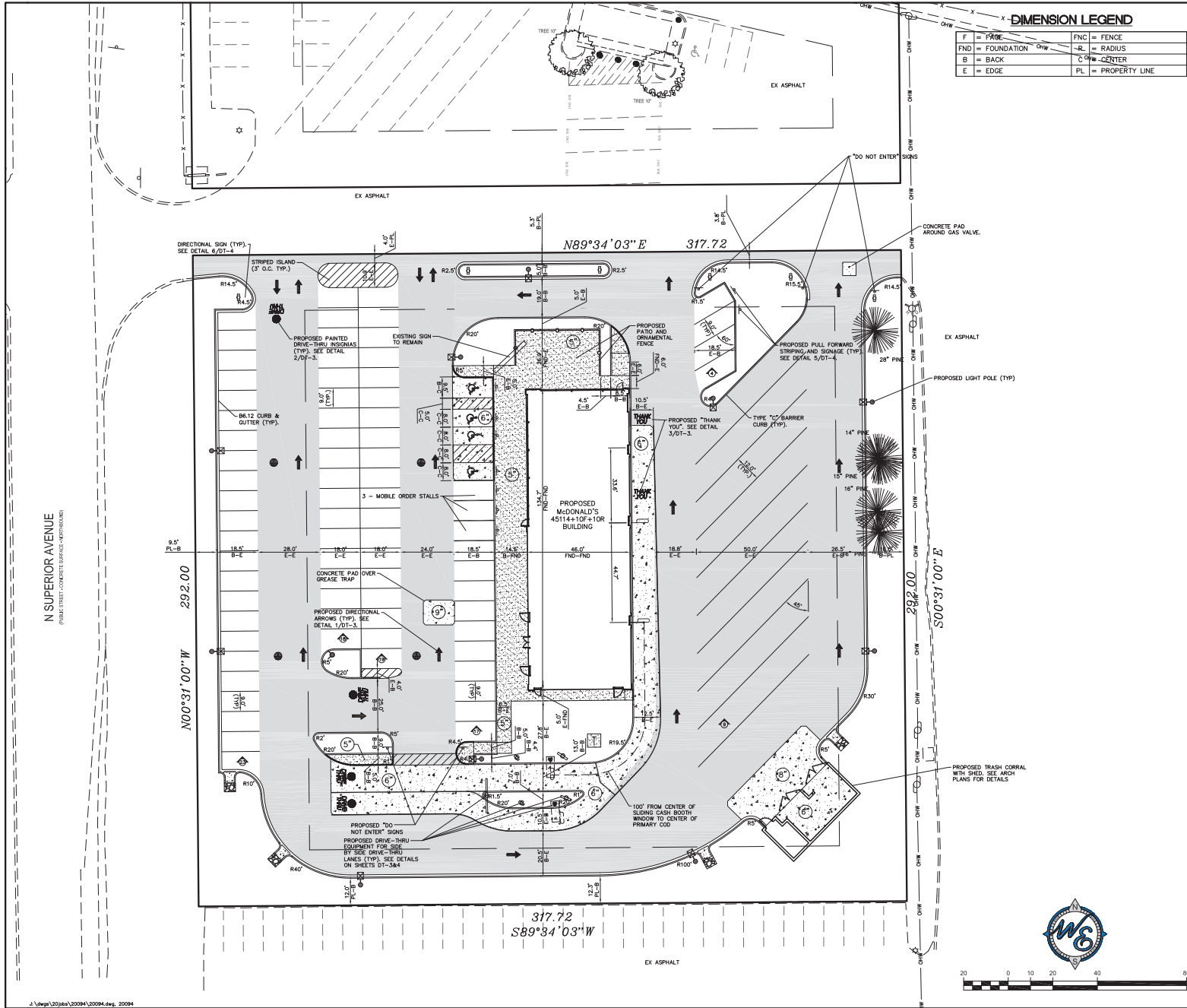
Conditional Uses

- Recycling areas (not including salvage yards or can crushing), provided they are more than 500 ft. from a residential area

Minimum Setbacks

Principal Accessory





DIMENSION LEGEND

F = FACE	FNC = FENCE
FND = FOUNDATION	R = RADIUS
B = BACK	C = CENTER
E = EDGE	PL = PROPERTY LINE

GENERAL NOTES:

- THESE PLANS ARE BASED ON THE ALTA/NSPS LAND TITLE SURVEY (SURVEY PROJECT #1900019 DATED 02/21/20) PREPARED BY: BISHOP ENGINEERING 3501 104TH STREET, DES MOINES IA 50322 (515) 276-0167
- PRIOR TO CONSTRUCTION, CONTRACTOR TO CONTACT THE DESIGN ENGINEER AND ARCHITECT TO VERIFY THAT THEY ARE WORKING FROM THE MOST CURRENT SET OF PLANS AND SPECIFICATIONS.

GEOMETRIC PLAN NOTES:

- PROPOSED IMPROVEMENTS ARE PARALLEL AND PERPENDICULAR TO THE WESTERN PROPERTY LINE.
- ALL RADIUS DIMENSIONS ARE TO BACK OF CURB.
- SEE ARCHITECTURAL PLANS FOR EXACT BUILDING DIMENSIONS.
- ALL STRIPING TO BE DOUBLE COATED 4" YELLOW PAINT UNLESS OTHERWISE NOTED.
- WHERE PEDESTRIANS HAVE TO CROSS A TAPERING RAMP OR CURB RAMP THE FACE AND TOP OF CURB ARE TO BE PAINTED USING YELLOW, SLIP RESISTANT PAINT.

ON SITE PARKING DATA

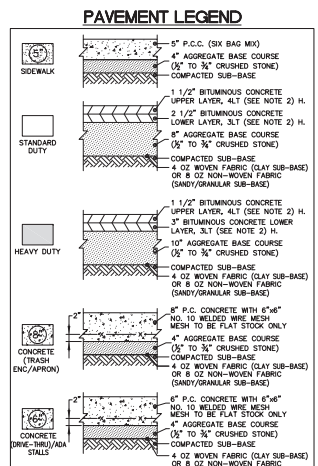
REGULAR SPACES	77
TRUCK SPACES	9
ADA ACCESSIBLE SPACES	4
TOTAL SPACES	90

EX. TOTAL SPACES

EX. REGULAR SPACES	62
EX. TRUCK SPACES	8
EX. ADA ACCESSIBLE SPACES	4
EX. TOTAL SPACES	74

SITE DATA

LOT AREA	92,774 S.F. (2.13 AC.)
PROPOSED PERVIOUS	19,282 S.F. (20.8%)
EXISTING PERVIOUS	30,893 S.F. (33.3%)
PROPOSED IMPERVIOUS	73,492 S.F. (79.2%)
EXISTING IMPERVIOUS	61,881 S.F. (66.7%)
BUILDING AREA	6,232 S.F.
F.A.S.	0.05
DRIVE THRU STACKING	19



GEOMETRIC PLAN

DATE: 7/20/22 NO. OF SHEETS: 10 INCHES REVEAL: 10/20/22	RETIRED: _____ NO. OF SHEETS: _____ INCHES REVEAL: _____	NO.: _____ SHEET NO.: _____ SHEET TOTAL: _____	Prepared For: McDonald's 711 Jolie Blvd., 3rd Floor Oak Brook, IL 60523 McDONALD'S - TOMAH, WI 2015 N Superior Avenue Tomah, Wisconsin
Prepared By: Wat & Ormark engineering inc.			PROJECT NO.: 20054
CHECKED BY: J. MILLER DESIGN BY: N. FRITZ DRAWN BY: K. SACK DATE: JULY 14, 2022 SCALE: 1"=20' PROJECT NO.: 20054			GEOMETRIC PLAN C-2 LC #48-0196



B-2 – Highway Business District

Lot Requirements

- Min. area = 20,000 sq. ft.
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- Max. lot coverage = 50%

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 - Front = 50 ft.
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Permitted Uses

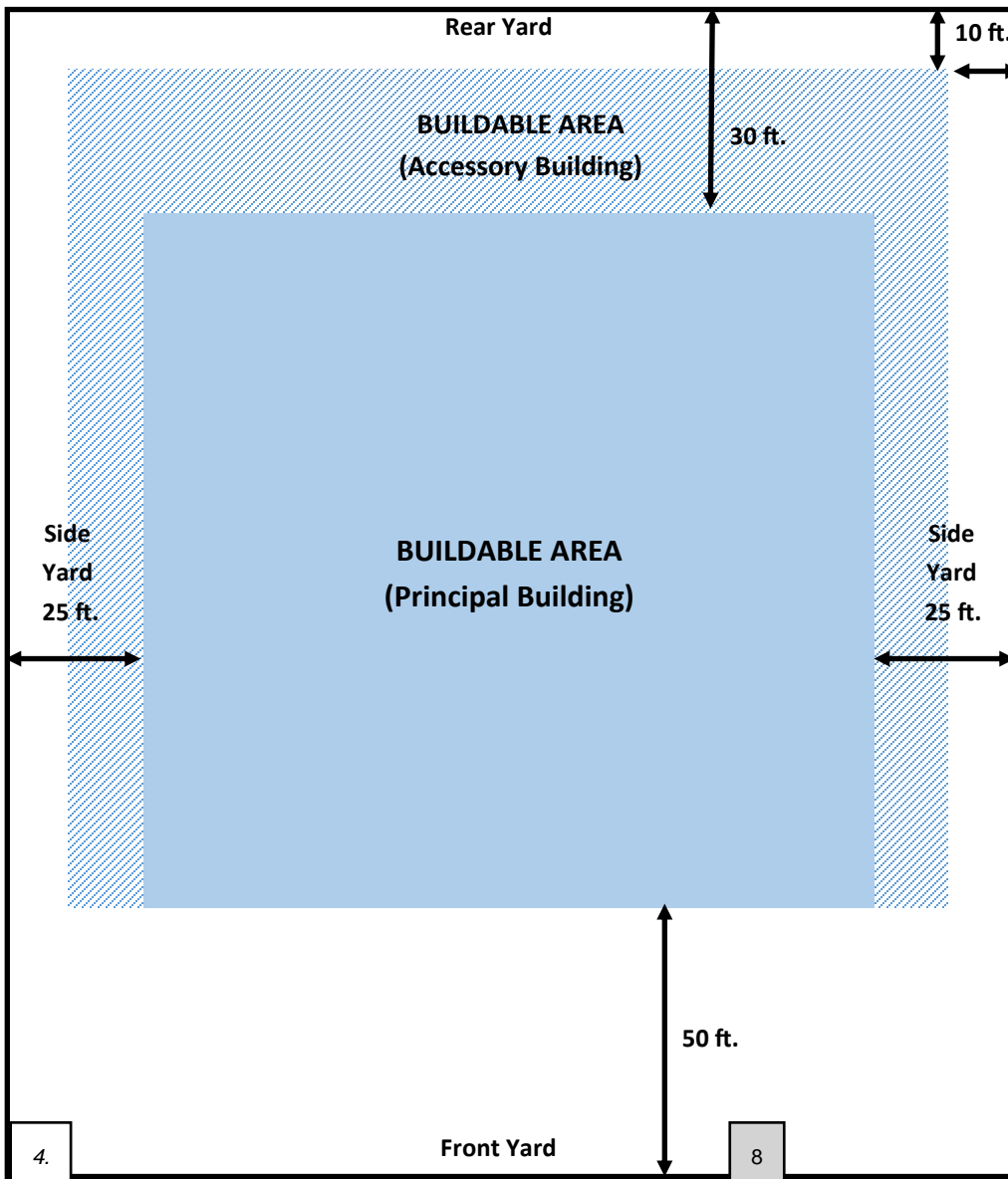
- Highway/tourist oriented retail sales
- Restaurants
- Motels
- Auto and truck service stations
- Repair garages
- Convenience food stores
- Specialty food or gift shops
- Residential quarters for business owners

Conditional Uses

- Recycling areas (not including salvage yards or can crushing), provided they are more than 500 ft. from a residential area

Minimum Setbacks

Principal Accessory



ORDINANCE NO. _____

**Ordinance Amending Sections 2-559 thru 2-568 of the City of Tomah
Municipal Code**

The Common Council of the City of Tomah, Monroe County, Wisconsin, do ordain as follows:

SECTION ONE: Section 2-559. Economic development duties are hereby amended to read as follows:

The long-range planning commission (LRPC) shall have the power to collect, hold, manage, control and use all funds appropriated and provided for economic development (the Economic Development Fund, as defined in Section 2-560). The LRPC shall make recommendations to the city council for the use of said funds to promote economic development in the city consistent with the purposes of the Fund, which may include but are not limited to the sale, lease, rental, conveyance, donation, or other disposition of any property or building held or acquired by the city; to construct, acquire by gift or purchase, reconstruct, demolish, improve or extend any building or infrastructure within the city limits; and to acquire by gift or purchase lands or rights in lands in connection therewith in the name of the city; to employ the personnel, agents, engineers, and consultants as the LRPC shall deem necessary; and to exercise the other power and authority necessary to accomplish the purpose of the Fund. Provided, however, that any and all contracts entered into by the LRPC shall be subject to the approval of the city council and that any and all funds are utilized in the facilitation and advancement of the purposes defined in Section 2-560.

(Code 1993, § 1.23(12))

SECTION TWO: Section 2-560. Economic development fund is hereby amended to read as follows:

The economic development fund (previously created by ordinance as the industrial development fund) is hereby re-established and redesignated to be used for the purposes of financing and promoting economic development in the city in order to increase the tax base, increase employment, increase housing, eliminate blight, attract businesses, residents and visitors, or similar purposes to strengthen the economy and financial health of the city and its businesses and residents. Such purposes and activities may include but are not limited to the facilitation and advancement of adopted city plans or studies in the following areas: industrial, commercial, and housing development or any combination thereof; brownfield and environmental assessment and remediation; city planning; grant procurement; floodplain management; or financial strengthening of the city's tax increment financing districts and business improvement districts. Such fund shall consist of the sums of money as may be hereafter appropriated and provided for by the city council, and of all rentals, interest, income, dividends, earnings, and monies available from the sale, lease, conveyance or other disposition of any property or building acquired pursuant to the power exercised by the authorized commission under the terms of this division, and the other sums as may be provided for by ordinance or statute.

(Code 1993, § 1.23(13))

SECTION THREE: Section 2-561. Audit is hereby amended to read as follows:

The authorized commission of this division shall cause all accounts, records and books concerning the management, operation and disbursements of the economic development fund and of properties or buildings acquired thereby to be audited in the manner provided for by statute for the audit of public funds.

(Code 1993, § 1.23(13))

SECTION FOUR: Section 2-562—2-568. Reserved.

SECTION FIVE: All ordinances in conflict with the foregoing are hereby repealed.

SECTION SIX: This ordinance shall take effect upon passage and publication.

Michael Murray, Mayor

ATTEST:

Rebecca Weyer, City Clerk

READ:

PASSED:

PUBLISHED:

ORDINANCE NO. _____

**Ordinance Amending Section 2-350 thru 2-377 of the City of Tomah
Municipal Code**

The Common Council of the City of Tomah, Monroe County, Wisconsin, do ordain as follows:

SECTION ONE: Section 2-350 – 2-377. – Reserved.

SECTION TWO: All ordinances in conflict with the foregoing are hereby repealed.

SECTION THREE: This ordinance shall take effect upon passage and publication.

Michael Murray, Mayor

ATTEST:

Rebecca Weyer, City Clerk

READ:

PASSED:

PUBLISHED: