



AGENDA FOR PLANNING COMMISSION

MEETING NOTICE

A Planning Commission meeting will be held on **Thursday, May 07, 2026 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

Roll Call

Pledge of Allegiance

APPROVAL OF MEETING MINUTES

- [1.](#) Approval of Minutes 4-02-2026

PUBLIC HEARING

- [2.](#) Request for a Conditional Use Permit for a Home Occupation at 902 W Veterans St.

DISCUSSION ITEMS

- [3.](#) Request for a Conditional Use Permit for a Home Occupation at 902 W Veterans St.
- [4.](#) Zoning Department Monthly Reports
5. Update on Sign Ordinance Administration
6. Swearing In of New Officers
 - John Glynn, alderperson member, term expires 2027.
 - Mitch Koel, alderperson member, term expires 2027.
 - Paul Dwyer, Mayor member, term expires 2028.
 - Bryan Meyer, citizen member, term expires 2029.
 - Tina Thompson, citizen member, term expires 2029.

FUTURE AGENDA ITEMS

FUTURE MEETING DATE:

7. June 4th, 2026 5:30 PM

ADJOURNMENT

Planning Commission – May 07, 2026

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 Nicole Jacobs, City Clerk, at 819 Superior Avenue, Tomah, WI 54660.



PLANNING COMMISSION 4/02/ 2026

A Planning Commission meeting was held on **Thursday, April 2nd, 2026 at 5:30 PM** in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

Meeting was called to order at 5:30 pm

ROLL CALL

Pledge of Allegiance

Roll Call:	Mayor Dwyer - Present	Alderman Glynn - Present
	Alderman Koel - Absent	Commissioner prise - Present
	Commissioner Meyer - Present	Commissioner Rice - Present
	Commissioner Thompson - Present	

APPROVAL OF MEETING MINUTES

1. Approval of March 5th, 2026 Plan Commission Minutes: Motion was made by Commissioner

Meyer, and seconded by Commissioner Prise to approve. Motion Carried Unanimously

DISCUSSION ITEMS

2. Site Plan Approval 315 West Monroe: Jeff Atlein was present representing the applicant. brief discussion about the project and the staff report. Motion was made by Commissioner Prise to approve the site plan, seconded by Commissioner Thompson. Motion carried unanimously
3. Approval of Certificate of Appropriateness for a sign at 901 Kilbourne. Discussion about the process of the Certificate of Appropriateness for the Downtown design district. Brief discussion about the application as submitted and staff report. Motion was made by Commissioner Prise to approve the Certificate of Appropriateness, seconded by Alderman Glynn. The motion carried unanimously.
4. Approval of Certified Survey Map , Eric Russell 402 Gondola Rd. Jacob Stephenson, Professional Land Surveyor was present representing the applicant. Brief discussion about staff report ensued. Motion to approve CSM was made by Commissioner Prise, seconded by Commissioner Thompson. Motion was approved unanimously.
5. Approval of Site Plan for Monowau and Sime. Brian Rice was present representing the applicant. Commission was notified that Brian Rice was authorized to represent the owner, The City of Tomah. Discussion ensued regarding the site plan and the staff report. The extension of Monowau was reviewed and approved by the Public Works director. The private drive shown going north of Monowau extended will remain private. This meeting and discussion will act as a pre-application meeting for a rezoning request for this site. Some additional questions were answered. Motion was made by Alderman Glynn to approve the site plan, seconded by Commissioner Prise. Commissioner Rice abstained from the discussion. Motion carried on a vote of five 95) in favor with one (1) abstention.

6. Monthly Department Reports- Administrator Handy presented the monthly reports. There was a brief discussion about this being the first quarter and annual projected permits/ budget.

FUTURE AGENDA ITEMS

Rezoning of Parcels at Monowau and Sime

FUTURE MEETING DATE: May 7th, 2026 - 5:30PM

ADJOURNMENT A motion to adjourn was made by Commissioner Meyer and seconded by Commissioner Priese. Meeting was adjourned at 5:56 pm



Building & Zoning
 819 Superior Ave
 Tomah, WI 54660
 608-374-7511

CONDITIONAL USE APPLICATION

This application shall be fully completed and submitted with the \$219 fee (circa 2026) before the Zoning Department will process your application. Incomplete applications will be returned to you.

Completed applications must be received by the 15th day of the month in order to schedule a public hearing on your proposal at the Plan Commission Meeting to be held typically on the first Thursday of the next month.

The City of Tomah will publish a notice in the newspaper and notify all landowners, within 200 feet of the property you're proposing a conditional use, as to what you're proposing and where a public hearing will be conducted on your proposal.

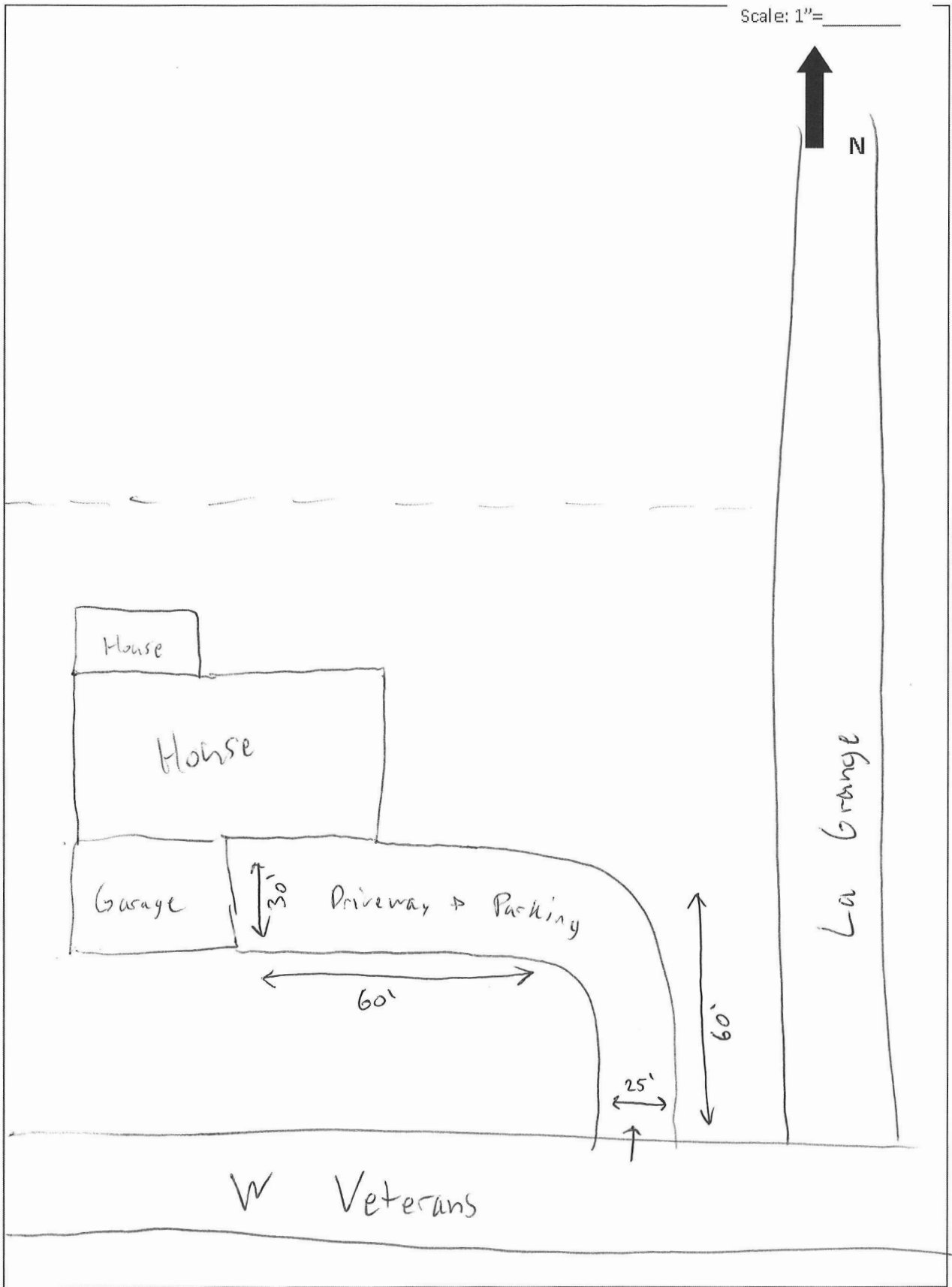
Property Address of Conditional Use Request: 902 w veterans st		Parcel Number: 286-02673-3500
Property Owner: Joshua Peot	Mailing Address: 902 w veterans st	City, State, Zip: Tomah, WI 54660
Phone Number: 920-221-2277	Email: jpeot@tomahwi.gov	Primary Contact <input checked="" type="checkbox"/>

Applicant: Joshua Peot	Mailing Address: 902 w veterans st	City, State, Zip: Tomah, WI 54660
Phone Number: 920-221-2277	Email: jpeot@tomahwi.gov	Primary Contact <input type="checkbox"/>

The undersigned hereby makes an application at the location stated herein. The undersigned agrees that all work shall be done in accordance with the requirements of the City of Tomah Zoning Ordinance and with all other applicable City Ordinances and the laws and regulations of the State of Wisconsin.

Signature of Applicant: 	Date: 3/23/26
Signature of Property Owner: 	Date: 3/23/26

OFFICE USE ONLY:	Date Received:	Application Received by:
Zoning District:		



STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Approval of Conditional Use Permit at 902 WestVeterans St. to operate a Home based business office at his residence.

Summary and Background Information:

This CUP is an application for Joshua Poet to operate a business office within the **R-1 Single-family residential** district.

Recommendation From: Zoning Administrator

Minutes Attached:

Yes No

Budget Account: Not applicable. **Fiscal Impact:** Not applicable.

Staff Responsible for implementation: Zoning staff.

Economic Impact: Not applicable. **Zoning/Rezoning Issues:** None

Supports Organizational Goals:

Yes No

Questions from Administrator:

Grants Pursued/Opportunity Pursued: Not applicable.

Recommendation: Approve:

A motion to approve this item should read, "Approve of The Conditional Use Permit for a home occupation at 902 W Veterans St.

Administrator

Date

Charles Handy

Department Director

4-23-2026

Date

Committee: Planning Commission

Meeting Date(s): 7 May, 2026



Zoning Monthly Report

April 2026

From Charlie Handy, Zoning Administrator

- Completed Plan Commission meeting, monthly reports, etc.
- Met with developers regarding potential short and long-term development projects
- Continue working on the 2026 Zoning dept. work plan
- Performed various enforcement activities
- Started 18-month process of drafting update to Floodplain/Shoreland Zoning Ordinance per state model ordinance
- Assisting with update of Comprehensive Outdoor Recreation Plan
- Drafted TIF responses and potential developers' agreements for economic development projects
- Assisting with drafting 5-year City Strategic Plan
- Transitioning to spring/ summer code enforcement issues
- First Board of Appeals meeting of 2026
- Scheduled Contractor Open House, to be held on May 6th
- Started all electronic issuance of permits

GEC Monthly Permit Report April 202

Permit Number	Permit Issued Date	Owner Name	Building Address	Est. Cost
26-0011-41-286	4/1/2026	Tammy Kruseal	618 Farmer Ave	3000
26-0012-41-286	4/1/2026	Melby Rentals LLC	1902 Superior Ave	13580
26-0014-41-286	4/1/2026	Paul Schendel	220 W Veterans St.	2900
26-0015-41-286	4/1/2026	John Sedlo	900 Charles Drive	2300
26-0017-41-286	4/1/2026	Robert Moake	210 View Street	3029
26-0022-41-286	4/1/2026	JEFFORY S KELNER	315 DAWNEE ST	10050
26-0023-41-286	4/1/2026	Bradley Schaak	312 Superior Ave	10000
26-0024-41-286	4/1/2026	Congregational Church	115 W La Crosse St	46748
26-0026-41-286	4/1/2026	Mill Haven Foods	2001 Haven Drive	89450
26-0027-41-286	3/30/2026	Raquell Ramsell	801 Packard St.	4000
26-0028-41-286	4/1/2026	Miranda Prochazka	312 W. Lacrosse St.	5000
26-0029-41-286	4/1/2026	Cade Bradau	1315 Sime Ave	19880
26-0030-41-286	4/3/2026	Queen of Apostles Sam	315 West Monroe St	999350
26-0031-41-286	4/8/2026	Kenny Helgerson	229 N Superior Ave	2700
26-0032-41-286	4/8/2026	Aimee Hessesstrom	1103 superior ave	6500
26-0033-41-286	4/8/2026	Roots Management Gro	802 Dogwood Ave.	2000
26-0034-41-286	4/9/2026	Lin Goodenough	530 Vandervort Ave	15000
26-0035-41-286	4/13/2026	HH Oakwood Village MH	802 Dogwood Lane	69000
26-0036-41-286	4/13/2026	HH Oakwood Village MH	803 Cedar Lane	69000
26-0037-41-286	4/13/2026	HH Oakwood Village MH	819 Birch Lane	69000
26-0038-41-286	4/14/2026	Jeff Kelner	315 Dawnee St	11500
26-0039-41-286	4/15/2026	Eric Russell	402 Gondola Rd	42600
26-0040-41-286	4/17/2026	Kurt Toczynski	513 Mclean Ave.	65000
26-0041-41-286	4/20/2026	Mike Winters	816 Alderman	12000
26-0042-41-286	4/24/2026	Tomah High School s	901 Lincoln Ave	2000
26-0043-41-286	4/27/2026	Thomas Borowiec	823 W Veterans St	145
26-0044-41-286	4/27/2026	Cheryl Zingler	303 Cady Ave	35000
26-0045-41-286	4/27/2026	Francie Doll	2202 McAdams Dr.	34446
26-0046-41-286	4/28/2026	Ethan Skala	115 Schaller St	30000

6	
Census Code	Fee Total
131 - Electrical Only	171
122 - Furnaces and/or Central	287
131 - Electrical Only	171
131 - Electrical Only	171
131 - Electrical Only	171
120 - Decks and Porches	193
131 - Electrical Only	220
131 - Electrical Only	495
328 - Other non-residential Bu	165
131 - Electrical Only	171
131 - Electrical Only	171
131 - Electrical Only	220
326 - Schools and other Educa	1434
131 - Electrical Only	220
130 - Plumbing Only	116
131 - Electrical Only	171
434 - Residential Additions and	220
101 - Single Family Houses, de	845
101 - Single Family Houses, de	845
101 - Single Family Houses, de	845
128 - Sheds	193
128 - Sheds	243
434 - Residential Additions and	165
120 - Decks and Porches	193
131 - Electrical Only	220
131 - Electrical Only	171
120 - Decks and Porches	193
434 - Residential Additions and	165
434 - Residential Additions and	165
April Fees	9010
YTD	\$19,724.00
2026 Budget	\$80,000.00

I WorQs Monthly Permit Report April 2026

Permit #	Permit Date	Permit Type	Parcel Address
7111	4/29/2026	Sign Permit	1216 MARK AVENUE
7110	4/29/2026	Driveway permit	431 NORTH STREET
7109	4/27/2026	Short Term Rental	1220 LAKEVIEW DRIVE
7108	4/27/2026	Fence	705 E BROWNELL STREET
7107	4/27/2026	Excavation within right of way	0
7106	4/27/2026	Excavation within right of way	0
7105	4/27/2026	Driveway permit	1221 STOUGHTON AVENUE
7104	4/27/2026	Excavation within right of way	0
7103	4/23/2026	Fence	320 W HOLTON STREET
7102	4/23/2026	Street Privilege Permit	0
7101	4/22/2026	Excavation within right of way	523 W JACKSON STREET
7100	4/21/2026	Fence	307 W JACKSON STREET
7099	4/21/2026	Driveway permit	320 ARTHUR STREET
7098	4/21/2026	Fence	711 KILBOURN AVENUE
7097	4/20/2026	Shed Permit<150 square feet	435/437 Nicholas St.
7096	4/20/2026	Sign Permit	1620 TOWNLINE ROAD
7095	4/17/2026	Street Privilege Permit	1320 STOUGHTON AVENUE
7094	4/16/2026	Sign Permit	605 FAIR STREET
7093	4/14/2026	Sign Permit	907 E MC COY BOULEVARD
7092	4/14/2026	Construction Trailer Parking Permit	1200 GLENDALE AVENUE
7091	4/14/2026	Sign Permit	901 KILBOURN AVENUE
7089	4/8/2026	Fence	829 HOLLISTER AVENUE
7088	4/7/2026	Fence	619 MUBARAK STREET
7087	4/4/2026	Fence	211 N SUPERIOR AVENUE
7086	3/26/2026	Fire Alarm System	501 Gopher Dr.
7085	3/26/2026	Excavation within right of way	0
7084	3/26/2026	Driveway permit	0
7083	3/26/2026	Driveway permit	1102 E MONOWAU STREET
7082	3/25/2026	Excavating & Grading	0
			April Fees
			YTD
			Annual Budget

Total Fees
70
20
0
35
0
0
0
0
35
0
0
35
20
35
0
70
0
70
70
0
0
35
35
35
0
0
0
0
0
0
565
2880
4200