



## MEETING NOTICE

### AGENDA FOR LONG RANGE PLANNING COMMITTEE

A Long Range Planning Committee meeting will be held on  
**Tuesday, May 27, 2025 at 5:30 PM**  
in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

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#### Join Zoom Meeting:

<https://zoom.us/j/7689466740?pwd=dEdLR2hXK0ZYMk1qNU5vNFIwMzdSZz09>

Meeting ID: 768 946 6740

Password: Tomah2020 Dial by your location +1 312 626 6799 US (Chicago)

#### 1. AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. [Approval of Minutes from 22 April Meeting](#)
- E. Operation Phoenix Public Forum

*(Members of the public will be allowed to speak on this agenda item. Anyone desiring to share their perspective on downtown revitalization shall sign in on the sign-in sheet and approach the podium when called by the Chairperson of the committee. Once at the podium, please state name and address prior to sharing perspective. No action will be taken by the committee on any issue discussed under this item. However, comments will be limited to downtown revitalization.)*

- F. Discussion of Future Agenda Items

#### 2. NEXT MEETING DATE: 24 JUNE 2025

#### 3. 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 the City Clerk's office at 608-374-7420 x7420.



## LONG RANGE PLANNING COMMITTEE MINUTES

The City of Tomah Long Range Planning Committee (LRPC) met in session on **Tuesday, April 22, 2025**, 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:** Eric Prise called the meeting to order at 5:37 p.m. Members present: E. Prise, Paul Dwyer, Tina Thompson, and Shawn Zabinski. Absent: Travis Scholze, Jeff Holthaus, and Pete Reichardt. Quorum present. Also in attendance: Director of Economic Development and Zoning Nick Morales, Treasurer Justin Derhammer, and Chief Deputy Clerk Nicole Jacobs.

**Anyone Desiring to Appear Before the Long Range Planning Committee:** There were no persons desiring to appear before the LRPC.

**Election of Chairperson:** T. Thompson nominated E. Prise for Committee Chairperson, second by S. Zabinski. There were no other nominations. Eric Prise was duly elected Chairperson of the Long Range Planning Committee.

**Election of Vice Chairperson:** T. Thompson nominated Scholze as Committee Vice-Chairperson, second by S. Zabinski. There were no other nominations. T. Scholze was duly elected Vice-Chairperson of the Long Range Planning Committee.

**Election of Secretary:** Motion by E. Prise, second by S. Zabinski to forego any election of a secretary and looked for staff to provide clerk duties. Motion carried.

**Approval of March 25, 2025, Long Range Planning Committee meeting minutes:** Motion by P. Dwyer, second by T. Thompson, to approve the minutes of the March 25, 2025, meeting. Motion carried.

**Operation Phoenix: Downtown Business Owners Forum:** N. Morales was approached by a downtown business owner who suggested the City host a business owner forum, which would be open to all business owners downtown. The idea would be to give the owners an opportunity to come before a committee where they could share ideas and/or concerns. Morales has discussed the idea with the Historic Preservation Commission as well as their mission and scope is going to start to creep into downtown Tomah. Morales suggested a joint session with the HPC, which LRPC would take jurisdiction of. Committee members expressed support for that. No action taken.

**Discussion: Development of Downtown Outdoor Dining Ordinance:** N. Morales was approached by a downtown business owner, who said that they would like the option to have outdoor seating. The current ordinances don't support that. Staff felt it was feasible to amend the ordinances to include outdoor seating in the downtown area and wanted to solicit input from the committee. The committee members expressed support for the idea; however, no official action was taken.

**Discussion: Development of Amendment to Municipal Code Sec. 8-61: Housing of farm and exotic animals prohibited.:** N. Morales said an Alderperson was approached by residents requesting an ordinance amendment to allow chickens within city limits. Morales said the issue has now come up several times and, in the past, any amendments have been voted down. Morales questioned whether it was time for a new discussion regarding chickens in city limits. He was seeking guidance from the LRPC as to whether or not they would support it. No action taken.

**Discussion: Downtown Master Plan Revision (Signs):** N. Morales explained that the Downtown Master Plan was adopted in 2017 and revised in 2022. There appear to have been more revisions made to the plan since then, but no official approval was made by council. He felt the plan should be updated to be more cohesive and is in need of an overhaul. Morales wants to get the plan approved and then move forward with some initiatives. The LRPC directed staff to move forward next month. No action taken.

**Director's Report:** N. Morales said a big initiative of his regarding budget finances is looking at TID budgets, long-term implications, and what obligations each TID has. Morales also attended an event recently where he made contact with developers specializing in low-income housing subsidization incentives. He is still conducting the search for an assistant.

**Economic Development Fund Update:** N. Morales informed committee members that this body will now have the ability to provide additional oversight of the economic development fund. Staff has begun allocating funds to the Downtown Façade Improvement Grant. The committee will see the first reduction to the fund following the May council meeting upon approval of a grant application. Staff will present updated numbers next month. No action taken.

**Discussion: Potential future agenda items:** N. Morales recommended discussion feedback enough to bring to planning commission.

**Discussion: Strategic Zoning Rewrites:** N. Morales requested the committee push the agenda item to next month. No official action taken.

**Discussion: Audit of Available Land in Tomah:** N. Morales informed the committee of a previous conversation he'd had with LRPC Chair, E. Prise regarding conducting an audit of what land is available in Tomah. It was determined that a study was completed in 2022, denoting vacant parcels. There are no current plans to update the map from the study, but the committee felt it might be worthwhile to consider updating the map and not the entire study. The committee directed staff to bring back to the committee any potential cost and a possible timeline for future discussion.

**NEXT MEETING DATE:** The next LRPC meeting will be on Tuesday, May 27, 2025 at 5:30 p.m.

**ADJOURNMENT:** Motion by P. Dwyer, second T. Thompson, to adjourn. The meeting adjourned at 6:43 p.m.

Respectfully submitted by:

*Nicole Jacobs*

Nicole Jacobs, Chief Deputy Clerk, May 22, 2025