



AGENDA FOR PLANNING COMMISSION

MEETING NOTICE

A Planning Commission meeting will be held on **Thursday, August 06, 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

Pledge of Allegiance

Roll Call

APPROVAL OF MEETING MINUTES

- [1.](#) Approval of June 2026 Plan Commission meeting minutes

PUBLIC HEARING

- [2.](#) Public Hearing for an application for a Conditional Use Permit for a home-based business at 213 Clark

DISCUSSION ITEMS

- [3.](#) application for a Conditional Use Permit for a home-based business at 213 Clark
- [4.](#) Department Monthly Reports

CERTIFIED SURVEY MAP

- [5.](#) Certified Survey Map for City of Tomah on County ET

FUTURE AGENDA ITEMS

FUTURE MEETING DATE:

6. September 3rd, 2026, 5:30 pm

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



PLANNING COMMISSION 6/04/ 2026

A Planning Commission meeting was held on Thursday, June 4, 2026, at 5:30 PM in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

ROLL CALL

Pledge of Allegiance

Roll Call: Mayor Dwyer - Present

Alderman Glynn - Present

Alderman Koel – Excused

Commissioner Prise – Excused

Commissioner Meyer - Present

Commissioner Rice - Excused

Commissioner Thompson - Present

APPROVAL OF MEETING MINUTES

1. Approval of May 7th, 2026, Plan Commission Minutes: A motion was made by Commissioner Meyer, and seconded by Commissioner Thompson to approve said minutes. All members present voted in favor, Motion Carried

PUBLIC HEARING

2. Application for a Conditional Use Permit for Off-Site Parking north of 147 Wittig Road

A motion was made by Commissioner Thompson and seconded by Alderman Glynn to open the Public Hearing. All members present voted in favor; the Public Hearing was opened at 5:31 PM

Mayor Dwyer called for the applicant to present his application. A Leyland, owner of Culvers at 147 Wittig Rd. spoke in favor of this application. He spoke about the success of the business which is driving additional demand for parking both for customers and employees. This request will be marked as employee parking. Culvers is also working with the adjacent theatre for additional leased parking spaces. He also discussed the two off-site parking areas, site plan and reducing the bus parking by one space.

Mayor Dwyer called for any other member of the public to comment on the application. There being no further comment, Alderman Glynn made a motion to close the public hearing. Commissioner Thompson seconded the motion. All members present voted in favor, the Public Hearing was closed at 5:39 pm.

DISCUSSION ITEMS

3. Application for Conditional Use Permit for Off-site Parking north of 147 Wittig Rd

A motion was made by Commissioner Thompson, seconded by Alderman Glynn to approve the Conditional Use permit with three conditions, as follows:

1. The land must be in the same possession as the lot occupied by the use to which the parking facilities are accessory. Such possession shall be by deed whereby the owner of the land on which the parking facilities are to be located shall be bound by a covenant filed and recorded in the office of the Monroe County Register of Deeds requiring such owner or assignees to maintain the required facilities for the duration of the use served.
2. The applicant is required to find the end of the existing storm pipe invert and will need to determine the size of pipe and invert in the field.
3. The drawings show sidewalk stopping at the parking entrances. The sidewalk is required to be continued through the driveways, and the applicant shall extend the sidewalk to the end of the Eastern parking area.

Administrator Handy went over the conditions with the owner, They had no issues with the conditions. All members present approved the motion; the CUP was approved.

4. Application for Site Plan Approval north of 147 Wittig Rd.

A motion was made by Commissioner Thompson, seconded by Alderman Glynn to approve the site plan. All members present approved the motion.

5. Application for a Certified Survey Map at 215 East Logan St.

A motion was made by Commissioner Meyer, seconded by Alderman Glynn to approve the CSM.

Administrator Handy discussed the draft as submitted with a few minor corrections that were requested. Commissioner Meyer gave an explanation of utilizing a Certified Survey Map as a tool to create a minor sub-division of land. These minor amendments were discussed with the surveyor and will be adjusted on the final original CSM. All members present approved the motion.

6. Department Monthly Reports

Administrator Handy went over the monthly reports as submitted. The Commission discussed the budgeted revenue, permit numbers and staff activities.

7. Election of Officers:

Commissioner Meyer acting as chair: Alderman Glynn nominated Mayor Dwyer as Chair, there being no further nominations, all members present voted to approve Mayor Dwyer as Chair.

Mayor Dwyer now acting as Chair. Alderman Glynn nominated Commissioner Meyer as Vice-Chair, there being no further nominations, all members present voted to approve Commissioner Meyer as Vice Chair.

FUTURE AGENDA ITEMS - none

FUTURE MEETING DATE: Due to the Holiday, July 7th, 2026 - 5:30PM

ADJOURNMENT A motion to adjourn was made by Commissioner Meyer and seconded by Alderman Glynn. Meeting was adjourned at 5:59 pm

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Approval of a Conditional Use Permit for home based business at 213 Clark St.

Summary and Background Information:

Mike Borchert is applying for a CUP in order to carry out metal work/ manufacturing of metal (mainly copper) projectiles. There will be no use of combustible or explosive materials, just the metal projectiles. He is planning on using a 12 x 12 area of his current residence. All sales will be on-line of via mail. No customers present.

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 213 Clark St. with the following Conditions:

1. The applicant is required to abide by all representations made during this hearing and in the application.

Administrator

Date

Charles Handy
Department Director

7-27-2026
Date

Committee: Planning Commission

Meeting Date(s): Aug. 06, 2026



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: 213 Clark Street		Parcel Number:
Property Owner: Michael L Borchers	Mailing Address: 213 Clark ST.	City, State, Zip: Tomah WI 54660
Phone Number:	Email:	Primary Contact ☒
Applicant: MICHAEL L BORCHERS	Mailing Address: 213 CLARK STREET	City, State, Zip: TOMAH, WI 54660
Phone Number:	Email:	Primary Contact ☒

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: Mike Borchers Digitally signed by Mike Borchers Date: 2026.07.22 20:02:44 -05'00'	Date: 07/22/2026
Signature of Property Owner: Mike Borchers Digitally signed by Mike Borchers Date: 2026.07.23 10:51:11 -05'00'	Date: 07/22/2026

OFFICE USE ONLY:	Date Received:	Application Received by:
Zoning District: R-2	7-22-2026	crh

APPLICANT: Conditional Use Checklist	N/A
Proposed Conditional Use: To make custom projects for Internet sales. 	☐
Hours of Operation: 13:00-14:00 Monday- Friday	☐
Number of Employees: 1	☐
Present Zoning Classification:	☐
Description of Existing Use – Including Structures, if any: 2 Story Home using a 12x12 room to make this copper projectiles.	☐
What measures will be taken to prevent or control noise, odors, fumes, dust, vibrations, light, and other unusual activities or disturbances? There is no nose control needed because this is all hand made operations. No dust or vibrations, will we from this. There will be no odors, from this operations. Nothing more that someone starting a grill. 	☐
What measures will be taken to provide sufficient off-street parking and loading spaces to serve the proposed use? Not even needed, as the street has the the acquitted street parking.. 100 % of the sales will be sales from the INTERNET orders. Will be customer ordered then hand made, then shipped to the customer, VIA the USPS unless they choose a different shipping method. 	☐

PLOT PLAN

A plot plan shall be submitted with all conditional use permit applications. Use the last page of this application to draw your plot plan. The plot plan should be drawn to scale (indicate scale on map) and include items whether existing or proposed as follows:

1. All structures on the property upon which the conditional use is being proposed. (Indicate the length, width, and height of each structure.)
2. All public roads, private driveways, and parking areas.
3. Wetlands, floodplains, and ordinary highwater mark of any navigable lake, river, or stream.

Scale: 1"=_____



N

GEC Permits June 2026					
Permit Number	Permit Issued	Owner Name	Building Address	Census Code	Fee Total
26-0015-41-286	6/1/2026	John Sedlo	900 Charles Drive	131 - Electrical Only	\$ 171.00
26-0017-41-286	6/1/2026	Robert Moake	210 View Street	131 - Electrical Only	\$ 171.00
26-0038-41-286	6/1/2026	Jeff Kelner	315 Dawnee St	128 - Sheds	\$ 193.00
26-0042-41-286	6/1/2026	Tomah High School s	901 Lincoln Ave	131 - Electrical Only	\$ 220.00
26-0043-41-286	6/1/2026	Thomas Borowiec	823 W Veterans St	131 - Electrical Only	\$ 171.00
26-0044-41-286	6/1/2026	Cheryl Zingler	303 Cady Ave	120 - Decks and Porches	\$ 193.00
26-0046-41-286	6/1/2026	Ethan Skala	115 Schaller St	434 - Residential Additions a	\$ 165.00
26-0048-41-286	6/1/2026	daniel amberg	415 w jackson st	434 - Residential Additions a	\$ 385.00
26-0051-41-286	6/1/2026	Patrick Larson	212 Hollister Ave	438 - Additions of Residential	\$ 193.00
26-0056-41-286	6/1/2026	TOMAH HEALTH / HO	601 STRAW STREET	122 - Furnaces and/or Centr	\$ 728.00
26-0057-41-286	6/1/2026	Bruce Janusheke	503 Killbourn Ave	434 - Residential Additions a	\$ 165.00
26-0059-41-286	6/1/2026	Brad Plueger	905 Vicki Dr.	434 - Residential Additions a	\$ 165.00
26-0060-41-286	6/1/2026	Wesley Jahnke	629 E. Clifton St.	131 - Electrical Only	\$ 220.00
26-0061-41-286	6/1/2026	Patricia Libera	2014 Hollister Ave	434 - Residential Additions a	\$ 165.00
26-0062-41-286	6/1/2026	Robert Baker	1515 Lakeview Drive	434 - Residential Additions a	\$ 165.00
26-0064-41-286	6/1/2026	Angela Addison	811 King ave	434 - Residential Additions a	\$ 165.00
26-0065-41-286	6/1/2026	Darren Price	201 Larkin Street	328 - Other non-residential B	\$ 413.00
26-0067-41-286	6/1/2026	Ken O'Connell	519 Elm street	131 - Electrical Only	\$ 171.00
26-0069-41-286	6/5/2026	George Hogland	1723 Kilbourn Ave	131 - Electrical Only	\$ 171.00
26-0070-41-286	6/5/2026	Allstate Peterbuilt	1620 Winnebago Av	131 - Electrical Only	\$ 220.00
26-0071-41-286	6/5/2026	Lina Rezin	702 Superior Ave	120 - Decks and Porches	\$ 271.00
26-0072-41-286	6/8/2026	Ethan Skala	115 Schaller St	131 - Electrical Only	\$ 171.00
26-0073-41-286	6/10/2026	Luis Fernando Cruz n	205 Green acres ave	101 - Single Family Houses, c	\$ 1,267.00
26-0074-41-286	6/10/2026	Toro NA	200 Sime Ave	122 - Furnaces and/or Centr	\$ 165.00
26-0075-41-286	6/10/2026	Vera Pokora	309 Alyssa St	434 - Residential Additions a	\$ 165.00
26-0076-41-286	6/11/2026	Susan Greeno	305 May St	434 - Residential Additions a	\$ 507.00
26-0077-41-286	6/19/2026	Advanced Auto Parts	1820 N Superior Ave	122 - Furnaces and/or Centr	\$ 165.00
26-0078-41-286	6/19/2026	Stephen Rundio	915 Farmer Ave	434 - Residential Additions a	\$ 507.00
26-0079-41-286	6/19/2026	Janet Sterken	902 Lakeside Dr	120 - Decks and Porches	\$ 193.00
26-0080-41-286	6/19/2026	Mars Petcare Davis	411 Martin Ave	101 - Single Family Houses, c	\$ 440.00
26-0081-41-286	6/22/2026	St. Paul Evangelical L	525 Superior Ave	319 - Churches and other Re	\$ 1,631.00
26-0082-41-286	6/23/2026	Madden Tammy	2015 Grumann Dr	120 - Decks and Porches	\$ 253.00
26-0083-41-286	6/24/2026	Eric Russell	402 Gondola Road	120 - Decks and Porches	\$ 203.00
26-0084-41-286	6/24/2026	city of tomah 1	400 N Glendale Ave	131 - Electrical Only	\$ 220.00
26-0085-41-286	6/30/2026	Kwik Trip Inc Rob Han	310 E McCoy Blvd	131 - Electrical Only	\$ 220.00
26-0086-41-286	6/30/2026	Vicky Baker	1515 Lakeview St.	131 - Electrical Only	\$ 171.00
			14% Subtotal		\$ 11,159.00
			46% YTD		\$ 36,792.00
			Budget		\$ 80,000.00

IWorQs Permits June 2026			
Permit #	Permit Type	Parcel Address	Fee
7164	Sign Permit	800 SUPERIOR AVENUE	\$ 70.00
7163	Fence	207 n Lawrence	\$ 35.00
7162	Shed Permit<120 square feet	Country View Estates	\$ 27.00
7161	Fence	715 LANDMANN STREET	\$ 35.00
7160	Sign Permit	625 E CLIFTON STREET	\$ 70.00
7157	Fence	823 W VETERANS STREET	\$ 35.00
7152	Shed Permit<150 square feet	501 View St	\$ 27.00
7151	Sign Permit	1016 SUPERIOR AVENUE	\$ 70.00
7150	Sign Permit	1014 SUPERIOR AVENUE	\$ 70.00
7149	Sign Permit	1200 SUPERIOR AVENUE	\$ 70.00
7148	Fence	610 CADY AVENUE	\$ 35.00
		Subtotal	\$ 544.00
		YTD	\$ 4,019.00
		Budget	\$ 4,200.00

Code Enforcement June 2026	
Citations	3
Closed	9
Follow - up	2
Inspection	84
Notice of Violation	48
Total Actions	146

IWORQS permits August 2026			
Permit #	Permit Type	Parcel Address	Total Fees
7191	Fence	1523 HOLLISTER AVENUE	\$ 35
7188	Sign Permit	310 E MC COY BOULEVARD	\$ 70
7183	Fence	415 Alyssa St.	\$ 35
7180	Fire Alarm System	525 INDUSTRIAL AVENUE	\$ 150
7179	Fence	520 SCHALLER STREET	\$ 35
7178	Sign Permit	1703 ACADEMY AVENUE	\$ 70
7177	Sign Permit	902 W VETERANS STREET	\$ 70
7175	Fence	224 W MC COY BOULEVARD	\$ 35
7174	Fence	137 Carol Kay	\$ 35
7173	Fire Alarm System	303 W MONROE STREET	\$ 150
7172	Fence	921 LEMONWEIR PARKWAY	\$ 35
7171	Shed Permit<150 sq	1216 LINCOLN AVENUE	\$ 27
		Subtotal	\$ 747
		YTD	\$ 4,766
		budget	\$ 4,200

GEC Building Permits July 2026			
Owner Name	Building Address	Census Code	Fee Total
John Sedlo	900 Charles Drive	131 - Electrical Only	\$ 171
Robert Moake	210 View Street	131 - Electrical Only	\$ 171
Jeff Kelner	315 Dawnee St	128 - Sheds	\$ 193
Tomah High School s	901 Lincoln Ave	131 - Electrical Only	\$ 220
Thomas Borowiec	823 W Veterans St	131 - Electrical Only	\$ 171
Cheryl Zingler	303 Cady Ave	120 - Decks and Porches	\$ 193
daniel amberg	415 w jackson st	434 - Residential Additions a	\$ 385
Patrick Larson	212 Hollister Ave	438 - Additions of Residential	\$ 193
Bruce Janusheke	503 Killbourn Ave	434 - Residential Additions a	\$ 165
Brad Plueger	905 Vicki Dr.	434 - Residential Additions a	\$ 165
Wesley Jahnke	629 E. Clifton St.	131 - Electrical Only	\$ 220
Patricia Libera	2014 Hollister Ave	434 - Residential Additions a	\$ 165
Robert Baker	1515 Lakeview Drive	434 - Residential Additions a	\$ 165
Angela Addison	811 King ave	434 - Residential Additions a	\$ 165
Ken O'Connell	519 Elm street	131 - Electrical Only	\$ 171
Lina Rezin	702 Superior Ave	120 - Decks and Porches	\$ 271
Luis Fernando Cruz r	205 Green acres ave	101 - Single Family Houses,	\$ 1,267
Cameron Kirk	616 King Ave	131 - Electrical Only	\$ 171
Halle Schueler	415 W Monowau St	131 - Electrical Only	\$ 171
James Mehr	315 W Foster St.	120 - Decks and Porches	\$ 248
Malissa Griffiths	213 Mclean ave	438 - Additions of Residential	\$ 454
Matthew Parker	424 Pine St	434 - Residential Additions a	\$ 165
James Bronner	402 William Street	131 - Electrical Only	\$ 171
Jon Westpfahl	824 Alderman St.	101 - Single Family Houses,	\$ 2,244
Robin & Leann John	1512 Grant Street	128 - Sheds	\$ 193
Kurt Toczynski	513 Mclean Ave.	131 - Electrical Only	\$ 171
Cindy Langer	1113 Oak Ave	434 - Residential Additions a	\$ 165
Allen Pasch	303 McAdams Dr.	131 - Electrical Only	\$ 171
	11%	Subtotal	\$ 8,775
	57%	YTD	\$ 45,567
		Budget	\$ 80,000



Zoning Monthly Report

June / July 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
- Transition work plan on Economic Development
- Conducted Weekly Economic Development Staff meetings
- Completed Downtown Study Open House for July 7th, 2026
- Scheduled Demolition of 103 Clark St.

STAFF COMMITTEE PREPARATION REPORT

Agenda Item: Approval of Certified Survey Map, Owner: City of Tomah , a portion of parcel 286-02674-0000

Summary and Background Information:

This CSM has been reviewed by Zoning staff per the City's subdivision ordinance. We expect review by County Surveyor.

Recommendation From: Zoning Administrator

Minutes Attached:

Yes ☐ No ☒

Budget Account: Not applicable.

Fiscal Impact: Not applicable.

Staff Responsible for implementation: Zoning staff, County Surveyor.

Economic Impact: Not applicable.

Zoning/Rezoning Issues: None

Supports Organizational Goals:

Yes ☒ No ☐

Questions from Administrator:

Grants Pursued/Opportunity Pursued: Not applicable.

Recommendation: A motion to approve this item should read, "Approve of The Certified Survey Map for **the City of Tomah** at **County Highway ET on a portion of the parcel**
286-02674-0000

Administrator

Date

Charles Handy
Department Director

7-27-2026
Date

Committee: Planning Commission
Meeting Date(s): 6 August, 2026