



## MEETING NOTICE

### AGENDA FOR LONG RANGE PLANNING COMMITTEE

A Long Range Planning Committee meeting will be held on  
**Tuesday, June 24, 2025 at 5:30 PM**  
in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

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#### 1. AGENDA:

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- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval: 27 May 2025 Long Range Planning Committee Meeting Minutes
- E. [Discussion: Director's Monthly Update](#)
- F. [Discussion: Zoning Code Strategic Rewrites](#)
- G. Discussion: Downtown Master Plan
- H. Discussion: Future Agenda Items

#### 2. NEXT MEETING DATE: 29 JULY 2025 AT 5:30PM

#### 3. ADJOURNMENT

- A. Adjourn to Closed Session Pursuant to Wis Stat 19.85(1):
  - Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session for:
  - Approval: Negotiating terms for purchase of land.
- B. Adjourn

**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.

# Economic Development and Zoning (EDZ)

Item E.

## Priorities for February:

1. Operation Welcome Home (Housing)
2. Operation Phoenix (Downtown Revitalization)
3. Operation Clean Tomah (Code Enforcement)

## Administration

- Permanent Personnel: 2
- Contracted Personnel: 3 (V&A x 1, GEC x 2)
- Total: 5

## Logistics

- Vehicles: 1
- Resource Shortfalls: None

## Training:

- Collective Bargaining Agreements
- Municipal Code Chapter 52
- Code Enforcement Procedures

## Recently Completed Operations (Past 30 Days)

- 19 May New Employee First Day
- 19 May – 6 June New Employee Training
- 20 May Developer Recruitment
- 21 May CVB Meeting
- 23 May Enterprise Fleet Management
- 27 May Downtown Business and Property Owner Forum
- 29 May Mr. Thorson Meeting
- 30 May Tomah Health Groundbreaking Ceremony
- 2 Jun Building Inspector Meeting, Georgette Martin Meeting
- 3 Jun Strategic Zoning Rewrites Meeting, Tomah Health Site Plan Review
- 4 Jun CME Development
- 5 Jun Code Enforcement Training, Monroe County Grant Discussion
- 9 Jun Walmart Supercenter Project Meeting
- 12 Jun Jac's Steakhouse Façade Grant Inspection, 209 W Benton St Meeting
- 16 Jun Operation Phoenix KSU Study Meeting
- 17 Jun Monroe County Transitional/Supportive Housing Meeting

## Current Operations (Next 30 Days)

- 18 Jun Monroe County Single Family Housing Meeting
- 19 Jun DNR Ag Wetland Mitigation Meeting
- 24 Jun Eminent Development Meeting
- 25 Jun Monroe County Short Term Vacation Rental Meeting

## Future Operations (Next 30 Days – 1 Year)

- TBD Annual Planning (Capital Improvement Plan)
- TBD Update Downtown Master Plan (2017)

## Future Plans (1 Year – 5 Years Out)

- 2026 Update Parks and Open Space Plan (2021, must be updated every 5 years)
- 2030 Unified Economic Development Plan Due
- 2030 400-700 Housing Unit Target from 2022 Housing Study

## Potential City of Tomah Zoning Ordinance Amendments

City staff are seeking input from the LRPC and Plan Commission on a variety of zoning-related amendments recommended within the City's Comprehensive Plan and Housing Assessment. Some of the recommendations could be completed in a shorter time frame with less effort and others would require a more substantive overhaul of the ordinance. The short-term ideas are identified in green below, while the long-term ideas are shown in black text for consideration.

### 2024 Comprehensive Plan Zoning Recommendations

- Reduce existing residential zoning district lot sizes and setbacks, and increase building coverage standards.
  - See below.
- Remove multi-family zoning district's minimum lot size standards by unit and utilize a flat minimum lot size.
  - See below.
- Allow zero lot line multi-family development by-right and adapt bulk dimensional standards to provide that option.
  - See below.
- Allow accessory dwelling units (ADU) and/or in-family suites in single-family zoning districts with defined standards.
  - This would require creating new land uses for each in the code, defining the terms, and providing standards for each.
- Provide flexibility for residential infill development by allowing variable front setbacks by averaging existing development setbacks.
  - See below.
- Promote front porches and deemphasize front-loaded garages by reducing setbacks for porches, creating maximum front façade percentages for garages, and minimum front-loaded garage setbacks.
  - Porches – would require a new metric in the table below for front porch setback and allowing this to extent within the minimum front setback toward the street. However, may be accomplishing something very similar with the proposed reduction in front setbacks proposed below.
  - Max Garage Front Façade – would require a new metric in the table below for the maximum percentage of the principal building's front façade that could be comprised of front-loaded, attached garages (ex. 50%). However, may not be a priority at this time.
  - Min Garage Setback – would require a new metric in the table below for minimum front-loaded garage setback from the plane of the front façade of the principal structure (ex. even with building). However, may not be a priority at this time.
- Create a mixed-use (commercial and residential) land use that is permitted by-right in all commercial zoning districts that is percentage based, rather than requiring residential only above the ground floor.
  - This would require creating new land uses in the code, defining the terms used, and providing standards. A common metric used is 33%-50% of the ground floor must be nonresidential in all commercial districts, but within the downtown area, community's typically either require it above the ground floor or only allow residential in the back of the building (ex. 50' of nonresidential within the building facing the street). See the downtown zoning district item below.
- Promote infill and redevelopment by reducing business zoning districts lot sizes and setbacks, and increasing height.
  - See the downtown zoning district item below.
- Reduce minimum parking requirements for all land uses, consider establishing maximum parking requirements, require minimum bicycle parking standards, and allow shared parking situations by-right.
  - Already completed in 2024.

- Consolidate land uses into overarching land use types (personal and professional services vs. clinics, banks, offices, etc.).
  - There is a much bigger overhaul of the code required to accomplish this.
- Modernize land uses to include solar, electric vehicle charging, short-term rentals, community gardens, etc.
  - There is a much bigger overhaul of the code required to accomplish this.
- Increase user-friendliness by creating overarching land use tables by zoning district.
  - Already have a version of this, but if the other ideas above were implemented, then this would make sense as a next step.
- Create a defined list of Accessory Land Uses with defined standards and bulk dimensions.
  - There is a much bigger overhaul of the code required to accomplish this.
- Allow more than one building per lot with defined standards and address nonconforming sites, structures, and lots to promote infill and redevelopment.
  - Could change Section 52-9 to remove the requirement for only one principal building per lot for multi-family, commercial, and industrial sites. This could be accomplished relatively easily, but would require creating a new set of bulk standards for building separation in these zoning districts.
- Reduce the number of Conditional Uses in each zoning district and consider additional zoning districts to address Wisconsin Act 67 requirements.
  - There is a much bigger overhaul of the code required to accomplish this.
- Develop and modernize new design and landscaping standards by land use.
  - There is a much bigger overhaul of the code required to accomplish this.
- Rewrite the City's Sign Ordinance to become compliant with the U.S. Supreme Court *Reed v. Gilbert* decision (content neutrality).
  - This could be a standalone effort.

### **2022 Housing Assessment Zoning Recommendations**

- Allow smaller-lot single-family housing options (4,000-6,000 sf)
  - See below.
- Allow missing middle housing options (either reduce existing minimum lot size requirement per unit or use alternative approach of certain number of units permitted by-right no matter the lot size)
  - See below.
- Reduce parking minimums
  - Already completed in 2024.
- Allow greater flexibility for manufactured and modular home construction (allow in more areas than just R-4 and R-5 districts)
  - As we discovered recently, modular homes are actually permitted within the residential zoning districts today. This could be cleared up to avoid future confusion or it could be left as-is. It could make sense to potentially act upon an amendment if the Habitat for Humanity project comes to fruition.
- Allow in-family suites and/or accessory dwelling units
  - See note above.
- Allow mixed use development by right or CUP (only allowed above the ground floor now)
  - See note above.

## Key Changes

- R-1 District: reduce lot sizes, lot frontage, principal structure setbacks, and minimum lot area per dwelling unit standards, in addition to increasing height and maximum lot coverage standards.
- R-2 District: reduce lot sizes, lot frontage, principal structure setbacks, and minimum lot area per dwelling unit standards, in addition to increasing height and maximum lot coverage standards. Finally, create a zero lot line option within the standard R-2 district.
- R-3 District: reduce lot sizes, lot frontage, principal structure setbacks, and minimum lot area per dwelling unit standards, in addition to increasing height and maximum lot coverage standards. Finally, create a zero lot line option within the standard R-3 district.
- R-1, R-2, and R-3 District: proposed changes created uniformity across the districts for simplified application of the standards for both applicants and staff.
- R-6 District: Potentially remove this zoning district altogether because all it does is provide a zero lot line two-family option that can be accomplished instead with the R-2 changes proposed. This would require rezoning existing R-6 lots to R-2.
- Business District: This is applied on the zoning map all along Superior Avenue, but seems to have bulk dimensional standards that would be better for just the downtown area (small lot sizes and setbacks). No changes are proposed at this time, but the City could more effectively rename this to downtown and change the zoning map to apply only in that area.
- B-1 District: Potentially remove this zoning district altogether because it only applies to one parcel today and that property would fit within the B or B-2 district.

### Footnotes:

- (a) Potentially remove this provision because shopping centers aren't defined in the ordinance and the B-2 standard district could instead be applied.
- (b) Potentially remove this provision because it most likely doesn't even occur in the City and its simpler to say that dwelling units aren't permitted within industrial areas at all.
- (c) Potentially remove this as a footnote and instead just add another column to the table above where it applies.
- (d)-(g) no proposed changes
- (h)-(i) Potentially remove the lot averaging/percentage formula and make it simpler for applicants and staff to apply uniform standards.
- (j) Make consistent with the changes proposed above for zero lot line setbacks.
- (k) no proposed changes, other than adding a reference to the footnote for the proposed R-3 district's increase in height.
- (i) Potentially add this footnote because its referenced in the R-5 and R-6 zoning district text, but not in this table.

## What Do These Changes Accomplish?

- Greater flexibility for existing residential properties, infill development, and new development.
- Reflects modern building and development practices for a variety of residential formats.
- Greater consistency, continuity, and simplification across the residential zoning districts in terms of bulk standards and lot requirements.

- Increased user-friendliness with diagrams and unified standards across residential zoning districts.
- Doesn't fully address the downtown vs. outside of downtown commercial areas along Superior Avenue because a more substantial set of zoning map amendments would be required.
- Doesn't fully address all recommended changes from adopted plans/studies because they would require a more substantial set of zoning map amendments. They could be addressed down the road with amendments or a full rewrite.

## Section 52-40 Bulk Dimensional Standards

			Minimum Yard Requirements (Ft.)									
	Lot Requirements		Principal Buildings			Accessory Buildings		Maximum Building Height				
Zone	Area in Sq. Ft.	Frontage in Ft.	Front	Each Side	Rear	Each Side	Rear	Stories	Feet	% Max. Lot Coverage	Min. Lot Area Per Dwelling	Land Uses Permitted
R-1 Residential	7,200	60	(h) 25	(c) 10	(i) 30	(c) 3	3 (g)	2	30	30	7,200	1-family dwelling
Alternative Approach	6,000	40	20	8	20	3	3	2	35	60	6,000	1-family dwelling
R-2 Residential	7,200	60	(h) 25	(c), (j) 10	(i) 30	(c) 3	3 (g)	2	35	40	3,600	2-family dwelling
Alternative Approach	6,000 or 3,000 (j)	40 or 20	20	8 or 0	20	3	3	2	35	60	3,000	2-family dwelling
R-3 Residential	7,200	60	(h) 25	(c), (j) 10	(i) 20	(c) 3	3 (g)	3	40	60	1,800	Multi-family dwelling
Alternative Approach	7,200 or 3,000 (j)	60 or 20	20	8 or 0	20	3	3	4	55 (k)	75	750	Multi-family dwelling
R-4 Residential (I)	7,200	60	(h) 25	(c) 10	(i) 30	(c) 3	3 (g)	2	30	30	7,200	Manufactured dwelling
R-5 Residential												Manufactured dwelling park
R-6 Zero Lot Line	7,200	50	25	(c), (j) 10	30	(c) 3	3 (g)	2	30	40	3,600	Duplex; single family dwelling
B Business	(a) 3,000	20	None	(d) None	(d) 10	None	10	3	45	95	—	General business
B-2 Business	20,000	100	50	25	30	10	10	4	55 (k)	50	—	Highway business

<del>B-1 Office Business</del>	10,000	75	25	15	10	10	10	3	45	75	—	<del>Office business</del>
M-1 Industrial	20,000	100	25	(e) 15	(e) 20	10	10	3	45	50	(b)	Limited industrial
M-2 Industrial	20,000	100	25	(f) 25	(f) 20	10	10	3	45	60	(b)	General industrial
M-3 Industrial	20,000	100	25	25	20	10	10	3	45	60	(b)	Highway industrial
A-1 Agricultural	2 acres	100	100	50	50	50	50	—	50 (k)	—	—	Agricultural
C Conservancy	—	—	—	—	—	—	—	2	30	—	—	Parks & recreation
I Institutional	5,000	50	5	5	5	3	10	—	60 (k)	—	—	Hospitals, schools, government, churches

(a) ~~Shopping centers require a minimum of four acres, minimum frontage 300 feet, maximum height 35 feet, front yard 100 feet, rear 40 feet and side 40 feet.~~

~~(b) Dwelling units not permitted except for watchman's/caretaker's quarters, not for rental.~~

~~(c) Minimum side yard for street side of corner lot, 15 feet.~~

(d) Minimum side or rear yard when abutting a residential district is 15 feet.

(e) Minimum side or rear yard when abutting a residential district must be 50 feet.

(f) Minimum side or rear yard when abutting a residential district must be 100 feet.

(g) Accessory buildings must be placed in the rear yard or conform to the yard requirements of a principal building.

(h) Front yards. On every lot in a residential district and every existing residence in the business district, there shall be a front yard having a depth of not less than 25 **20** feet. ~~provided that: Where lots comprising 40 percent or more of the frontage on one side of a block are developed with buildings, the required front yard depth shall be the average of the front yard depths of the two adjacent main buildings, or if there is only one adjacent main building, the front yard depth of said main building shall govern but shall not be less than ten feet in any case; provided further that this regulation shall not be so interpreted as to require a front yard depth of more than 25 feet in any case.~~

~~(i) Rear yards. On every lot in a residential district and every existing residence in the business district there shall be a rear yard having a depth of not less than 20 percent of the depth of the lot, provided such rear yard shall not in any case be less than 15 feet in depth.~~

(j) Zero feet on the side of a common wall with the adjacent structure. The opposite interior side-yard setback shall be ~~ten~~ **a minimum of eight** feet.

(k) All structures exceeding three floor levels or a height above grade of 45 feet shall require approval from the City of Tomah Fire Department.

**(i) Minimum 10 acres in area.**



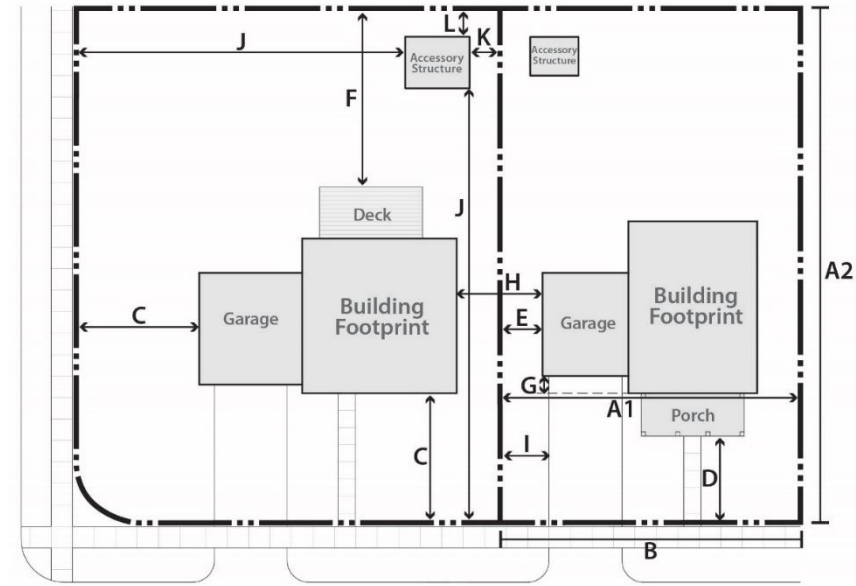
## Proposed Diagrams

To note, the key numbers and text would be adapted to reflect the bulk standards as displayed above in Section 52-40.

**Figure X: R-1 Zoning District**

### Key to Figure

- A Minimum Lot Area ( $A1 \times A2$ )
- A1 Minimum Lot Width (at front setback line)
- B Minimum Lot Frontage at Right-of-Way
- C Minimum Front Street and Street Side Corner Setback (lot line to principal building or attached garage)
- D Minimum Porch Setback from Front and Street Side Corner
- E Minimum Side Yard Setback – Interior
- F Minimum Rear Yard Setback and Attached Deck Setback (lot line to principal building or attached garage)
- G Minimum Front-Loaded Garage Setback (garage door to front plane of the principal structure)
- H Minimum Building Separation
- I Minimum Pavement Setback (lot line to pavement excluding driveway entrance)
- J Minimum Accessory Building Front Yard or Street Side Corner Setback
- K Minimum Accessory Building Side Yard Setback – Interior
- L Minimum Accessory Building Rear Yard Setback



**Figure X: R-2 Zoning District****Key to Figure**

- A Minimum Lot Area ( $A1 \times A2$ )
- A1 Minimum Lot Width (at front setback line)
- B Minimum Lot Frontage at Right-of-Way
- C Minimum Front Street and Street Side Corner Setback (lot line to principal building or attached garage)
- D Minimum Porch Setback from Front and Street Side Corner
- E Minimum Side Yard Setback – Interior
- F Minimum Rear Yard Setback and Attached Deck Setback (lot line to principal building or attached garage)
- G Minimum Front-Loaded Garage Setback (garage door to front plane of the principal structure)
- H Minimum Building Separation
- I Minimum Pavement Setback (lot line to pavement excluding driveway entrance)
- J Minimum Accessory Building Front Yard or Street Side Corner Setback
- K Minimum Accessory Building Side Yard Setback – Interior
- L Minimum Accessory Building Rear Yard Setback

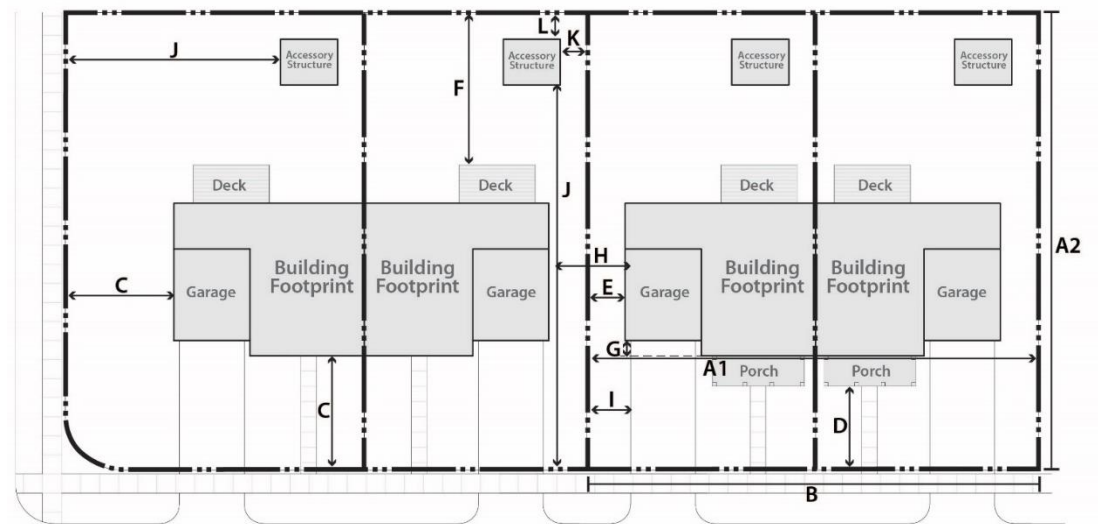


Figure X: R-3 Zoning District

## Key to Figure

- A Minimum Lot Area ( $A1 \times A2$ )
- A1 Minimum Lot Width (at front setback line)
- B Minimum Lot Frontage at Right-of-Way
- C Minimum Front Street and Street Side Corner Setback (lot line to principal building or attached garage)
- D Minimum Porch Setback from Front and Street Side Corner
- E Minimum Side Yard Setback – Interior
- F Minimum Rear Yard and Attached Deck Setback (lot line to principal building or attached garage)
- G Minimum Front-Loaded Garage Setback (garage door to front plane of the principal structure)
- H Minimum Pavement Setback (lot line to pavement excluding driveway entrance)
- I Minimum Accessory Building Front Yard or Street Side Corner Setback
- J Minimum Accessory Building Side Yard Setback - Interior
- K Minimum Accessory Rear Yard Setback

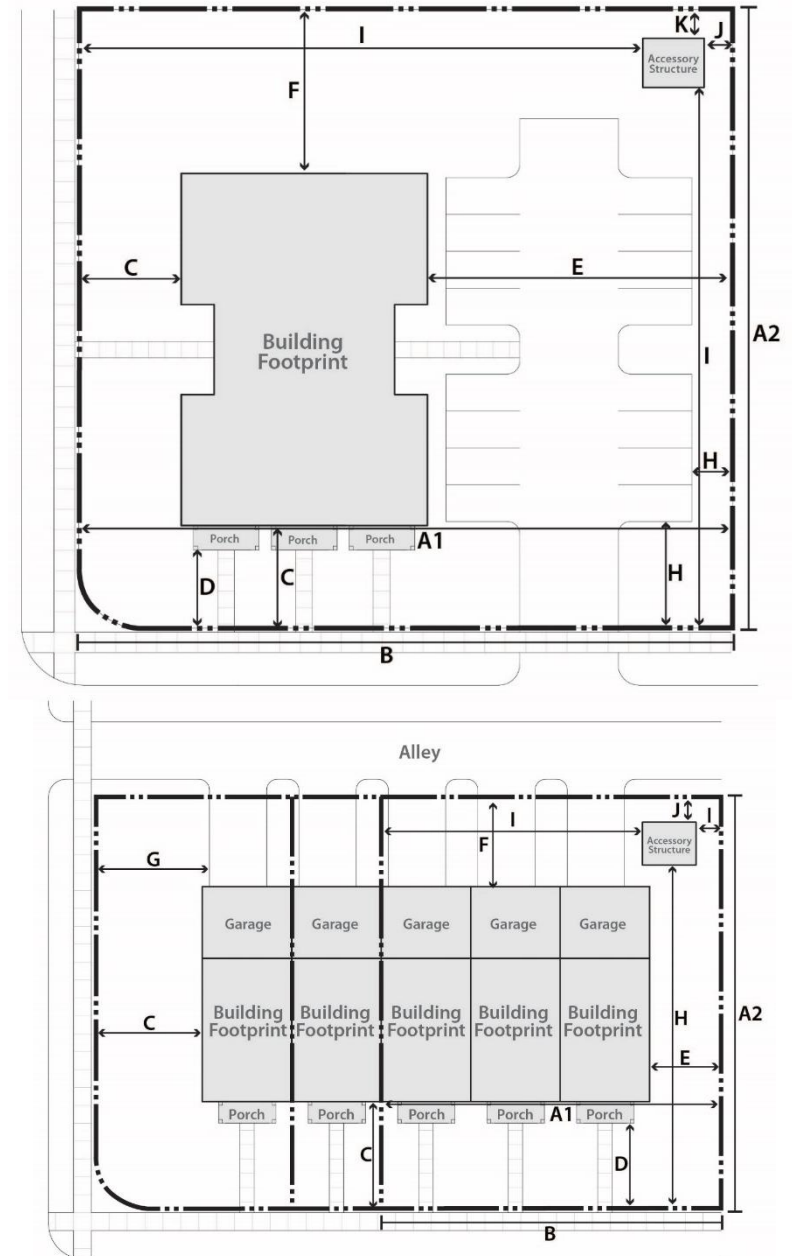


Figure X: R-4 and R-5

## Key to Figure

- A Minimum Lot Area ( $A1 \times A2$ )
- A1 Minimum Lot Width (at front setback line)
- B Minimum Lot Frontage at Right-of-Way
- C Minimum Front Street and Street Side Corner Setback (lot line to principal building or attached garage)
- D Minimum Porch Setback from Front and Street Side Corner
- E Minimum Side Yard Setback – Interior
- F Minimum Rear Yard Setback and Attached Deck Setback (lot line to principal building or attached garage)
- G Minimum Building Separation
- H Minimum Pavement Setback (lot line to pavement excluding driveway entrance)
- I Minimum Accessory Building Front Yard or Street Side Corner Setback
- J Minimum Accessory Building Side Yard Setback – Interior
- K Minimum Accessory Building Rear Yard Setback

