**Minutes FOR** **Planning Commission**

A Planning Commission was held on **September 04, 2025 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)

**AGENDA**

Call To Order

* Meeting called to order by Mayor Paul Dwyer at 5:30pm.

Pledge of Allegiance

Roll Call

1. Mayor Paul Dwyer: Present
2. Alderperson John Glynn: Present
3. Alderperson Mitch Koel: Present
4. Citizen Eric Prise: Present
5. Citizen Tina Thompson: Present
6. Citizen Brian Rice: Present
7. Citizen Bryan Meyer: Present

* Approval: Minutes for 7 August 2025
  + First Bryan Meyer, second Eric Prise
  + All in favor, none opposed
* Approval: Site Plan Review Application for 411 Martin Ave (MARS PetCare)
  + Nick Morales, spoke to moving to next month pending full staff review agreed to by applicant
  + Motion to table First John Glynn , second Bryan Meyer
  + All in favor, none opposed
* Approval: Site Plan Review Application for 1905 Superior (Helene Stein)
  + Nick Morales gave staff report. Applicant in attendance to answer questions.
  + 21ft width of each apartment stall, ADA is 8ft requirement
  + Site plan missing the stalls for each parking space.
  + Nick Morales spoke to the face that the site plan needs to have all required information directly on the site plan for the commission to review.
  + Applicant looking to apply for WEDA by the end of this month.
  + Applicant and Nick Morales spoke to this needing this to be pushed to October meeting.
  + Applicant to speak through all requirements now.
  + Contractor does not use a crane, so no crane involved
  + Will be putting low entry way lights on front of house. Note needs to be on site plan, what is being looked at for the building
  + Bryan Meyer, shielding is good to help with lighting for the neighbors.
  + Nick Morales, the more details applicant can provide, the easier it is to provide a determination
  + Clarification given on what is a screen/buffer. Nick Morales said if they are not doing that, they are to check the boxes.
  + Applicant to give plan for trash, and contact Public Works & Utilities to determine best plan for property
  + John Glynn, believes the number of units speaks to ability to use bins or a giant trash receptacle
  + Nick Morales recommends tabling for next month
  + Mayor asks for motion to table First Eric Prise , second Bryan Meyer
  + All in favor, none opposed
* Approval: Site Plan Review Application for 111 Schaller (Helene Stein)
  + Same requirement for this site for parking spaces on application
  + No crane for this project
  + Lighting details also needed for this site plan
  + Nick Morales recommends tabling for next month
  + Mayor asks for motion to table First Bryan Meyer, second Brian Rice
  + All in favor, none opposed
* Approval: Monthly Director's Report
  + First John Glynn, second Bryan Meyer
  + No discussion
  + All in favor, none opposed
* Approval: Monthly Building Permit Report
  + First Eric Prise , second Mitch Koel
  + All in favor, none opposed
* Approval: Fences, Signs, and Sheds < 120sqft Report
  + First John Glynn , second Byan Meyer
  + All in favor, none opposed
* Approval: Monthly Code Enforcement Report
  + First Eric Prise, second Byan Meyer
  + Eric Prise, brought up storage unit on lot. Staff will look into it
  + All in favor, none opposed
* Discussion: 231 Nicholas St Update
  + Nick Morales spoke on no steps taken to appealing the denial of the conditional use permit. Taken zero steps to correct any issues
  + Kendra Donohoo spoke to recent citizen complaint of animals still being watched at the home.
  + Nick Morales spoke to fence permit and business permit not being obtained
  + John Glynn asked about code for number of dogs to be on property and would a variance or conditional use permit be needed. Nick Morales spoke on this
* Discussion: Habitat For Humanity Update
  + Nick Morales gave update on event he attended.
  + Spoke to next steps for bringing Habitat for Humanity Homes to Tomah
  + City of Tomah created a TID for this project years ago
  + Bryan Meyer said they are very well done homes and they are really really nice
* Discussion: Future Agenda Items
  + Tina Thompson asked for update on where TIDS sit. Nick Morales check Planning Commission code, this body does not have direct overhead on this topic it would only be appropriate at Committee of Whole. We can speak to what the City of Tomah’s Economic Capacity of each TID.
  + Eric Prise asked for the budget timeline. Nick Morales spoke to this
  + 231 Nicholas St.
  + 3 Site Plans from this meeting
* Approval: Next Meeting Date - 02 October 202
  + First Eric Prise , second John Glynn
  + All in favor, none opposed

Adjournment: motion by John Meyer, Second by Tina Thompson

All in favor, none opposed

Adjournment, at 1808