

PLAN COMMISSION MEETING MINUTES – 6/19/2025

Government Unit Conducting Meeting: Plan Commission
Date: June 19, 2025
Time: 4:00 P.M.
Place: 410 Division Street, Park Falls, WI 54552
2nd Floor Conference Room

Members of the Board of Plan Commission Present: Mayor Tara Tervort, Michael Mader, Dixie Weidman, Victor Ambrose, Gary Wollerman, Lauri Hart,

Members Absent: Michelle Scharp

Staff: Scott Kluver, Shannon Greenwood, William Hoffman

Public: None

The meeting was called to order by Dixie Weidman at 4:00 pm.

Public Comment – None.

Discussion Regarding Potential Changes to Accessory Structure Ordinance – Reviewed Chapter 480, Article XI: Accessory Uses and Structures – The need to review is due to the trend to have more vehicles and more items that need to be stored. Things to consider should be changing by district, the number of accessory buildings allowed, and the need to have a primary structure on the lot to have accessory structure in Commercial zone. The definition of accessory is ill defined, and we have not been counting chicken coop structures. Administrator Kluver would recommend against allowing residential areas without a primary structure, but potentially allowable in a commercial area. Reviewed the provision requiring that accessory building size shall not occupy more than 30% of the required area for a rear yard or a side yard or be located within 3 feet of any other accessory building and shall not be nearer than 10 feet to the principal structure. After review, the consensus was to define Accessory building to include: any permanent, temporary ok portable structure with a roof (excluding vehicles), and to place a limit on the total square footage size of any/all accessory roofs instead measuring by lot size. This will eliminate the number of accessory structures (2) allowed, since regulation will be defined by total roof area square footage, not being more than 30% of rear/side yard and to set a maximum square footage cap. Eliminate requirement that building must have less area than 75% of the habitable area of the principal building. Change height requirement to ‘18 feet or less’, instead of ‘less than 18 feet’.

Administrator Kluver will prepare a draft for review by the Plan Commission at their next meeting.

The meeting was adjourned at 5:11 p.m.

Prepared by: Shannon Greenwood, City Clerk