

## **PLAN COMMISSION MEETING MINUTES – 7/9/2025**

**Government Unit Conducting Meeting:** Plan Commission  
**Date:** July 9, 2025  
**Time:** 4:30 P.M.  
**Place:** 410 Division Street, Park Falls, WI 54552  
2<sup>nd</sup> Floor Conference Room

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

**Members Absent:** Victor Ambrose

**Staff:** Scott Kluver, Shannon Greenwood, William Hoffman

**Public:** None

The meeting was called to order by Mayor Tervort at 4:30 pm.

**Public Comment** – None.

**Accessory Building Ordinance Draft Review** – 3000 square feet is generous, but not too large, and should reduce and not increase non-conforming properties. There has been another request for consideration of an adjustment for commercial property. Will proceed with adding that additional language and preparing the Ordinance for review from Committee and Council.

**Shoreland Ordinance Setback Requirements** – The City was not required to establish a 75-foot setback from the ordinary high-water mark. The minimum standard is 50 feet, with some exceptions. This could provide more flexibility along waterfront properties for sale. Only Counties are required to have the 75-foot setback. Discussed the desire to establish or remain with the flexibility that is currently offered. Recommend changing all zones to 50 feet except for Industrial.

**Review Draft RFP – Comprehensive Plan Services** – The current plan, adopting in late 2009, has become outdated. While it was intended to serve as a long-term landscape blueprint for the City's growth and planning initiatives, numerous changes in the local landscape have rendered several of its provisions obsolete. It is in the City's best interest to request qualified individuals or firms to develop a new strategic plan that reflects the recent changes, and implement targeted improvements, enhancing its overall attractiveness. Recommendation to move forward with the Request for Proposals. The timeframe would be to schedule the due date for the fall, as we would like to review the proposals by September so that it may be factored into the budget.

The meeting was adjourned at 5:12 p.m.

**Prepared by:** Shannon Greenwood, City Clerk