

Town of La Pointe Regular Planning and Zoning Town Plan Commission Meeting Minutes

430 pm, November 5th, 2025 at Town Hall

<https://us02web.zoom.us/j/85817354068?pwd=WWY4REFXZ3dLaVROOXIMOWV3WVB4dz09>

Members Present: Chair Paul Wilharm, Charley Brummer, Jim Peters, Suellen Soucek, David Ehlen (Zoom)

Staff Present: ZA Richard M Kula, TA Max Imholte

Public Present: Paul Brummer, Heidi Lahm-Huber

Dave Ehlen started the meeting by announcing that after this meeting he would be resigning from the TPC. At the present time, the Zoning Ordinance doesn't allow for his participation due to his current residency status. Someone else will be appointed soon.

I. Call to Order/Roll Call

Members present reflected above

II. Public Comment (less than 1 minute)

- None -

III. Zoning Administrator Report (Verbal & Written)

RKula summarized the accomplishments during the month of October. (The written report is attached.) A Lesson's Learned Open house is being planned for December 10th. Communication/coordination is great with the Building Inspector and with Ashland County. RKula had 19 site visits during the month. RKula is available in the office to meet property owners and developers. There were two Question & Answer sessions in October (October 8th/October 29th). Public comments are kept in one project folder and information will be shared with TPC members. There were 3 TPC Meeting during the Month (October 1st, 8th and 22nd). Seven land use permits were issued in October with another 5 land use permits on the agenda today. Katey Abbott is doing a great job as the Short-Term Rental Administrator. Of the 138 rental permits issued so far, there are only 8 outstanding.

IV. Approval of Previous Meeting Minutes

- a. Regular TPC Meeting - October 1st, 2025** – JPeters made a motion to approve. CBrummer seconded with Discussion. SSoucek had a comment on the last page; John Carlson comments. Please change sentence that reads, "People make mistakes, but if someone doesn't meet the guidelines, they don't need to be guidelines." Change to read, "People make mistakes, but if someone doesn't meet the guidelines, there doesn't need to be guidelines." All ayes, motion passes.
- b. Special TPC Zoning Re-Write Question & Answer #2 – October 8th, 2025** – JPeters made a motion to approve. CBrummer seconded with Discussion. All ayes, motion passes.

- c. **Special TPC Meeting – October 8th, 2025** – JPeters made a motion to approve. CBrummer seconded with Discussion. All ayes, motion passes.
- d. **Special TPC Meeting – October 22nd, 2025** – JPeters made a motion to approve. CBrummer seconded with Discussion. All ayes, motion passes.
- e. **Special TPC Zoning Re-Write Question & Answer #3 – October 29th, 2025** – JPeters made a motion to approve. CBrummer seconded with Discussion. Add Mary McHugh to the list of attendees. All ayes, motion passes.

V. Old Business

- a. **Review, Discuss and possibly approve land use permit applications:**
 - i. **2096 North Shore Road – Screened Porch Addition/Alteration (Kevin & Sara Byrnes)** - RKula reviewed the proposed project and provided the TPC Members with a project review summary. Motion to approve, JPeters, CBrummer second. All ayes, motion passes.
 - ii. **753 Raspberry Trail – Driveway/Accessory Building (300 square foot Small Home) (Joe Kinney/Deanne Goodlaxson)** - RKula reviewed the proposed project and provided the TPC Members with a project review summary. Motion to approve, JPeters, CBrummer second. All ayes, motion passes. JPeters had questions on Accessory Structure. It should be a dwelling as it is a tiny house/bunk house.
 - iii. **3752 Big Bay Road – Addition/Deck – (Philip Myers)** - RKula reviewed the proposed project and provided the TPC Members with a project review summary. Motion to approve, JPeters, CBrummer second. All ayes, motion passes.
 - iv. **900 Big Bay Road – Garage/Accessory Building – (Ken Myhre)** - RKula reviewed the proposed project and provided the TPC Members with a project review summary. Motion to approve, JPeters, CBrummer second. JPeters had a question on the distance from shoreline, 1,010 feet meaning it doesn't fall within the Ashland County requirement. Rich confirmed the methodology used. All ayes, motion passes.
 - v. **3110 Big Bay Road – Screened Porch – (Otto Odendahl)** - RKula reviewed the proposed project and provided the TPC Members with a project review summary. Motion to approve, JPeters, CBrummer second. All ayes, motion passes.
- b. **Zoning Ordinance Re-Write – Next Steps after 3 Question & Answer Sessions** – RKula is going to share all of the public comments received with TPC Members. JPeters recommended the Tuesday Workgroup will continue to meet and will go through the information and bring back recommendations to the TPC. Maybe break it into sections.
- c. **CUP Process – Discuss Online Training/Potential Joint Meeting with Town Board** – PWilharm and CBrummer indicated that this would occur over the winter months after the budget and holidays are over.
- d. **Tech Memo #3 – Next Steps** - PWilharm and CBrummer indicated that this would occur over the winter months after the budget and holidays are over.
- e. **Holding Tank Options – Update** - PWilharm and RKula indicated that this would occur over the winter months after the budget and holidays are over.

- f. **“Do I Need a Permit?” – Update on creating an Information Permit Summary and Q&A for the Public** - RKula indicated that this would occur over the winter months after the budget and holidays are over.
- g. **Complaints Received Regarding Wedding Events at 951 Whitefish Lane –** RKula reported we are continuing to work through the issues. The Town of La Pointe sent an email to the property owner on October 29th. This included the findings from the site visit from October 23rd that the Town participated in with the Building Inspector (Steve Schraufnagel). This was the first part of the investigation. We are awaiting additional information from the property owner. We did receive additional information from the property owner on November 1st and are in the process of going through the information. DEhlen indicated that it is a high occupancy rental. The timing of the first permit in relationship to when the Rental Ordinance was originally issued is key. Maybe a process was missed? The high occupancy rental is only possible through a CUP. RKula stated that we will evaluate it. There are some very complicated issues. We are looking at the history of the health permit. We are gathering all of the data to make the best decision based on what we learn. DEhlen added that there is a shared road. It is multi-layered.

VI. New Business

- a. **Lessons Learned Open House (Zoning (La Pointe & Ashland County (invited), Town of La Pointe Building Inspector, Contractors, Property Owners) – December 10th @ 12:30 pm – 2 pm** – RKula indicated that we will have Ashland County in attendance as well as the Town of La Pointe Building Inspector. The agenda is being reviewed by Ashland County and the Building Inspector. What did the contractors like and what didn't they like. PWilharm would like to be there. Put disclaimer on the Agenda that more than a quorum can be in attendance. JPeters recommended removing “Calendar Year”. JPeters recommended modifying the term Cheat-Sheet to something different. TPC members are interested in attending. Contractors will be notified via email. A zoom link is also being included. It will be posted in the usual locations (Post Office, Town Hall and Library.)
- b. **Chapter 205 Building Code** – JPeters indicated we wait until after December 10th. Let's see what the contractors say. RKula stated that we are applying it as written at the moment.
- c. **6th Street Abandonment Request** – RKula included an exhibit of 6th Street; the property in question. Maybe it was evaluated 10 to 15 years ago? We would like

to get back to the property owner on the process. Find the most appropriate process and let the property owner know. CBrummer indicated that there may be some cost associated with this if there is a public hearing. JPeters indicated that we should be referencing Wisconsin State Statute 62.23 (5). Section 62.23(6)(c) is not relevant. It does have to come to the TPC for recommendation. If the Town vacates this street, is there a cost? Does the person pay the town for having permanent access to this land. The Statute does mention a sale. Maybe figure out the square footage to arrive at a nominal figure. JPeters indicated that we need something more formal than an email to start the process. RKula will reach out to the property owner and get something submitted. RKula will also reach out to the attorney on the process.

- d. **Setbacks for Lake Front Lots** – This came about in project we have been discussing. The language about lake frontage lots, cut and paste from the application, but isn't in the Zoning Ordinance is what is in question. Which should we be using? Depending on how you read it, it can be two different numbers which can impact our review. RKula believes that the language in the Zoning Ordinance got lost at some point. Ultimately this can matter on the envelope of where projects can be built. CBrummer agreed with summary. JPeters asked questions about irregular lot sizes. That language isn't very clear. Maybe it could be clarified. Maybe we should include it in the re-write. CBrummer agreed that we should include it.

- e. **Complaints Received & Working** – In addition to the complaint discussed earlier (951 Whitefish Lane), we have the below items that are being worked. RKula indicated that we received 5 written complaints in October. These were included to make TPC aware of. RKula has been out to two of the sites. These are important, but due to the workload in October, these aren't as far along as RKula would like.
 - i. **Fence in Right of Way**
 - ii. **Home Business in Zoning District R-3**
 - iii. **Commercial Storage in Zoning District W-1**
 - iv. **Building Setbacks (Variance)**
 - v. **Potential Zoning & UDC Violations**

VII. Future Agenda Items

Carry forward information from previous agenda items. Items under New Business can be moved to Old Business.

VIII. Extended Public Comment (less than 5 minutes)

TB (5) TPC (5) Clerk (1) File (1) Email: Town Administrator; Assistant Administrator; Clerk; Deputy Clerk;
La Pointe Shop

PBrummer – 6th Street Abandonment – Vacate. Clarification is needed on if it is abandonment or vacate? RKula will look back at the notes/email, to determine what is being requested. PBrummer thanked David Ehlen for his service. DEhlen will continue to attend these meetings.

HLahm-Huber asked about water testing and if the Town tests it. Rental properties and restaurants are tested. If a private individual wants water tested, Ashland County can do it for a fee.

IX. Next Scheduled Meeting – Regular TPC Meeting - December 3, 2025 @ 430 pm

X. Adjournment @ approximately 5:17 pm

Paul Wilharm, Town Plan Commission

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 Town Clerk. Note: It is possible that members of other governmental bodies of the municipality (and possibly a quorum) may attend this meeting to gather information. No action will be taken by any governmental body at this meeting; other than the governmental body specifically referred to in this notice.