

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

400 pm, February 4th, 2026 at Town Hall

<https://us02web.zoom.us/j/85817354068?pwd=WWY4REFXZ3dLaVROQXIMOWV3WVB4dz09>

Members Present: Chair Paul Wilharm, Charles Brummer, Jim Peters, Suellen Soucek (via Zoom), Aimee Baxter

Staff Present: ZA Richard M Kula, TA Max Imholte

Public Present: Paul Brummer, David Ehlen (via zoom), Samantha Dobson

I. Call to Order/Roll Call

II. Public Comment (less than 1 minute)

None

III. Zoning Administrator Report (Verbal & Written) – RKula provided a written summary to the Team and briefed the team, from a very high level, on his accomplishments during the month. During January, he focused on the Zoning Ordinance Re-Write including participating in 3 TPC meetings during the month. He issued the Town’s response on two written complaints received. He conducted 2 site visits and issued one land use permit. He also worked with Emergency Services, Police and Fire and submitted a grant application for WISCOM radios and started working with the Madeline Island Ferry Line on a planning and capital grant application for the USDOT BUILD program.

IV. Approval of Previous Meeting Minutes

a. Special Regular TPC Meeting – January 28th, 2025 – CBrummer provided a comment on Page 3 on the re-write regarding camping units. CBrummer clarified that we need to retain the previous language. RKula agreed with the change. JPeters made the motion to approve the meeting minutes with the noted correction. SSoucek seconded. All voted aye. Motion passed.

V. Old Business

a. Review, Discuss and possibly approve land use permit applications:

i. 772 Brian’s Road – Change of Use - Samantha & Jake Dobson – A ABaxter made a motion to defer this to later in the meeting when the applicator is in attendance or at the end. SSoucek seconded. Motion passed. When the property owner arrived, we revisited this item. RKula walked through the change of use request. The signed permit was submitted along with the proper fees. RKula walked through the variance that was processed in 2024. The sanitary holding tank was installed properly in 2001. The UDC permit is in process and is working with the property owner. RKula recommended approval. JPeters asked a couple of questions on status of the UDC permit (in process) and if we normally issue a land use permit without UDC approval (we do). PWilharm made a motion to approve the land use permit application. JPeters seconded the motion. All voted aye and the motion passed.

ii. 2194 North Shore Road – Shoreline Lift - Thomas Penn & Sally Hebson – RKula described how he evaluates these types of projects (and stairs). If the land is being disturbed, a permit is required. JPeters made a motion to approve the land use permit. CBrummer seconded. Motion passed with all ayes.

b. Zoning Ordinance Re-Write – Status Update – JPeters made a motion to move this item to after New Business. CBrummer seconded. All voted aye and the motion passed. At the end of the meeting we returned to this item and started on Section 5 – Signs on page 63.

PWilharm started the review going page by page. There was discussion on how long signs can be in place. How many events can take place and will there be a fee? It was agreed upon that one event could occur every thirty days.

There was concern about sandwich boards along the sidewalk during the summer. People should not have to walk into traffic to avoid a sandwich board. There was discussion on business and directional signs and locations and requirements. Language was left in the draft Zoning Ordinance and we will receive feedback during the next public hearing. Lighted signs and feather flag signs were discussed. Size of the signs (30 sq ft versus 12 sq ft) was discussed especially outside of the commercial district. CBrummer requested all be limited, outside of the commercial zone, to 20 sq ft to be consistent. Feather flags come in different sizes; could be larger than 12 square feet.

JPeters created a matrix on what is permitted and what isn't. It is more user friendly and will replace the current table.

PWilharm lead the discussion on Section 6. The junk and salvage yard language is in line with the State's definition. There was discussion on the size of area that can be used to conduct a home occupation. Original language had not larger than 25% of the principal dwelling. The team decided to put that language back into the draft.

Regarding the home business, the draft has, "by no more than six other persons employed by the resident of the dwelling." The team agreed to reduce it to five.

CBrummer raised an issue if we have to specially call out, for Class 2 notices, a local paper by name or should it be expanded to include additional options. The team agreed to add, "or another public publication."

PWilharm moved on to Section 8; Zoning Administrator duties. Discussion focused on expirations and extensions. It was decided that permits can be renewed as long as needed, but each renewal doubles the fees.

PWilharm opened discussion on Section 9. There was discussion on non-conforming structures. Discussions focused on if the maximum should be 2,000 square feet as written for the principal dwelling and less for accessory structures? As this is covered elsewhere, should it be mentioned here again. If it is confusing to us, it should be made clearer. If it is an accessory dwelling it should be limited to 1,500 square feet. Should a property owner be allowed to expand a non-conforming structure? You can rebuild on an existing footprint. It was decided that the group would think about this topic and we can revisit at a future meeting.

PWilharm ended the Zoning Ordinance discussion at the end of page 92 and will start next time on Sections 10 Zoning Board of Appeals.

- c. **Response Letter to Property Owner Regarding Complaints Received for Wedding Events at 951 Whitefish Lane – Status Update** – RKula reached out to the property owner on 1/13 and 1/29 with no response yet. He will continue to reach out to the property owner.
- d. **Complaints Received – Status Update**
 - i. **Building Setbacks (Variance) – Determination Letter Issued 1/9/26**
 - ii. **Fence in Right of Way – Determination Letter Issued 1/21/26 - Resolution Options (Move Fence, Easement, Variance)** – Max and RKula participated in a call with the MIYC last week with Elena and the Commodore. The MIYC would like to know, other than moving it, what other options are available. RKula stated that it is over the property line

on one end 6 to 9 inches and on the other end 2.5 to 3 feet. It was probably built on the same site as the previous fences as early as the late 1960s. It hasn't caused an issue in over 57 years and was built before zoning. TPC discussed, and did not have any concerns about it. TPC felt an easement or variance was acceptable. It was ok to take it to the Town Board for a decision. JPeters made a recommendation that the Town Board take a look at this issue and come back to the TPC with a recommendation.

- iii. **Potential Zoning & UDC Violations** - RKula indicated that we are in discussions with the property owner; more to follow soon.
- iv. **Home Business in Zoning District R-3** – RKula indicated that this has been started and is in process.
- v. **Commercial Storage in Zoning District W-1** - RKula indicated that this has been started and is in process.
- e. **Holding Tank Options – Update** – RKula's coordination with DSPS resulted in finding out Adams and Barron County allow something similar. RKula received information back from both counties and will be going through the information and will bring it back to the group. JPeters asked if both black and gray water would be required. RKula didn't see it spelled out, but has to go through the information in more detail. RKula recognized Madeline Sanitary District and Ashland County are key to coordinate with throughout this.
- f. **6th Street Vacate Request – Update** – Waiting for additional information from the Property owner.
- g. **Permit Extension Process (beyond the first extension)** – RKula indicated that this is just a placeholder, so we don't lose these items.
- h. **CUP Process – Discuss Online Training/Potential Joint Meeting with Town Board** - RKula indicated that this is just a placeholder, so we don't lose these items.
- i. **Tech Memo #3 – Next Steps** - RKula indicated that this is just a placeholder, so we don't lose these items.
- j. **“Do I Need a Permit?” – Update on creating an Information Permit Summary and Q&A for the Public** - RKula indicated that this is just a placeholder, so we don't lose these items.

VI. New Business

- a. **Lot Dimensional Requirements** – RKula prepared a handout, but this is best talked about during the Zoning Ordinance review.
- b. **Potential Splitting of Lot/Healing Motion** – RKula prepared a handout. The property owner is looking to split Healing Motion into it's own separate lot. The property owner is looking to get some guidance and input on possibilities. RKula also included a copy of the Conditional Use Permit (CUP) that was issued in June 2022. JPeters recommended that we make the property owner aware of the conditions associated with the existing CUP and let them decide the next steps. Maybe a solution would be to apply for a new CUP? But is it commercial in a zone not zoned for commercial? The next step would be to submit a change of use, but there are issues to work through.

- ## VII. Future Agenda Items
- Carry forward previous meetings list. In addition, RKula indicated that we anticipate 2 CSM's to be added to the agenda and is working with the surveyor. CBrummer requested that we also include a discussion on lot width. How we are determining S-1 districts on lot widths including perpendicular measurements should be discussed more. We don't want to wait around on the Nelson request. RKula mentioned that lot dimensions are contained in Section 16, which is coming up soon in the Zoning Review.

VII. Extended Public Comment (less than 5 minutes)

PBrummer suggested that we publish in the Gazette a reminder about signs. Let the general public know that, before they put up a sign, they check with the Zoning Administrator to see what is allowed. This would prevent them from putting up a sign, or having an expensive sign made, that doesn't meet the standards. This has happened in the past. Better to ask for permission rather than forgiveness.

VIII. Next Scheduled Meeting –

- **Special TPC Meeting – February 11, 2026 @ 4 pm – Focus on Zoning Ordinance Review**
- **Regular TPC Meeting – March 4, 2026 @ 4:30 pm**

X. Adjournment @ approximately 5:25 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.