

**ROUND LAKE PLANNING COMMISSION MINUTES  
WEDNESDAY, May 10, 2023**

**CALL TO ORDER**

A meeting of the Town of Round Lake Plan Commission was held virtually on 05/10/23. The meeting was called to order at 6:00 pm by Ann Berlage, with Sarah Gunn as secretary.

**ATTENDEES**

MEMBERS PRESENT: Ann Berlage, Sarah Gunn, Jane Bidwell, Don Stover, Cindy Bijold, Steve Boe, Martin Hanson

BOARD MEMBERS PRESENT: Don Stover, Kathy McCoy

AUDIENCE: Adam Smith, Ginny Chabek

**APPROVAL OF AGENDA**

Motion to approve agenda: Don Stover  
2nd: Jane Bidwell

**DRAFT**

**APPROVAL OF MINUTES for April 12, 2023, REGULAR MEETING**

Motion: Cindy Bijold  
2nd: Don Stover

**AUDIENCE RECOGNITION and GENERAL COMMENTS- Comments Only**

Thank you to Sarah Gunn for her years of service on the Plan Commission.

**ACTION: CUP #23-011: Michelle & Adam Smith: Permit desired to operate a Gunsmith Service**

Open work hours are planned to be Monday-Friday 9:00 AM-2:00 PM by appointment only. There may be times when appointments will need to be made outside of these regular business hours. Adam is in the process of applying for his firearms license. He has no plans to sell firearms. Firing live rounds will be on a case-by-case basis. Adam plans to use a laser system, but there may be instances where firing live rounds will be necessary. Adam is retired from the Navy and has recently moved to the Hayward Area. Noise concerns/noise pollution was brought up. Adam is currently zoned residential. Motion to recommend approval of CUP in pursuant to Adam receiving his firearm license by Jane Bidwell.

2nd: Don Stover

During discussion it was clarified that Adam Smith would not be able to complete his firearm license without including the address for his business. The motion was then ammended by Sarah Gunn & Martin Hanson with Jane Bidwell's approval:

Motion to recommend approval of CUP with the understanding Adam Smith will complete his federal firearm license and the removal of the FFL transfer service. Cindy Bijold 2nd the amended motion.

Discussion: Adam anticipates 5 gun repairs per month.

**Action: Review Sawyer County Zoning Proposed Ordinance Amendment for Multi-Dwelling Development**

Discussion: Ginny - purpose to clean up difficult language; ability to have 2 dwellings on 1 lot; if able to be split than should be split; tax loop hole issue? - paying less tax on 1 lot vs tax on 2 lots; Martin - not ready; should be 1 dwelling per parcel; Jane - wants to see 1 dwelling per lot/parcel.

Motion to recommend the town board deny this ordinance by Steve Boe.

2nd: Don Stover

Discussion to explain reasoning

Commission asks Ann to report to the Town Board:

- Adhere to only Only 1 dwelling/unit per lot
- Concern about tax loophole or undue pressure on the tax assessor to resolve this
- Difficult to comprehend as written; needs more clarity with use of simple language

**DRAFT**

**BOARD MEETING REPORT -- Ann Berlage**

- Commission recommended approval of Conditional Use Application #23-005 – referencing element 4 of Town Comprehensive Plan.
- Groundwater testing program moving forward (2nd year) this summer.
- ATV/UTV educational program – commission recommended that landowners can request the board for signage to be posted on identified “trouble roads”.
- Commission continues to work on the following: Dark Skies educational material, updating of Outdoor Recreational Plan, High Capacity well regulation options, and updates to Element 6 – Economic Development – data tables.
- Commission member Sarah Gunn will be resigning at the end of her current term in May 2023.

**STATUS: CUP 23-005 Conditional Use Application for TowerNorth Deveopment LLC and Verizon Wireless**

Martin reported CUP 23-005 was approved by the County Zoning Committee.

**STATUS: Ground And Surface Water Baseline Testing Sub-Committee Report**

At the last committee meeting, a news announcement for the radio and a letter to the editor was approved for June. Looking to gather 120 samples in the next year. The next meeting will be scheduled in the next few weeks, depending on Matt McKay's availability.

**STATUS: High-Capacity Wells**

The Board will continue to have further discussions with attorneys to determine the next course of action.

**STATUS: Outdoor Recreation Plan**

Martin reported the Town Chairman shared further information with Martin and Jane. Martin recommends we amend the County's Outdoor Recreation Plan vs creating our own Town plan from scratch similar to the process Stone Lake followed. This will quicken the process and allow us to apply for certain grants. Ann supports moving this forward in order to meet the requirements for the next grant cycle. Martin will meet with Town Chair Hanson to learn the vision of the Board. Kathy McCoy reported hiking and

snowshoe trails would be feasible on the old Town dump site. The Town has other smaller parcels that would also allow for other recreation opportunities. She is able to provide a list of all the properties the Town owns. In the past, the concern was vandalism and who would maintain these properties. Ann will request to add this to the Board agenda and gather how they would like to proceed on this issue. Note to look into partnering with Northern Waters Environmental School and CAMBA when the Town is ready to move forward.

**STATUS: ATV/UTV Signage on Town Roads**

Don reported educational material with a letter and a map developed by the Sawyer County Snowmobile & ATV Alliance. Is on the agenda at the next Board meeting. A number of Commission Members are worried about the effectiveness of distributing this information and its ability to address the designated "trouble spots." The Commission holds the belief that educational material alone will not have a significant impact on resolving this issue.

**DISCUSSION: Dark Skies**

Jane reported the Dark Skies Initiative is sending her information with brochures and pamphlets so we can continue with our educational approach. The possibility of a community informational session occurring in the future was brought up.

**DISCUSSION: Short-Term Rental Ordinance**

Ginny reported the County has a list of people recommended to be on the ad-hoc committee and will be sharing that with the Town Board. Ginny Chabek and Martin Hanson are currently on the list.

**DISCUSSION: Proposed ATV/UTV Route Educational Information Packet**

This is on the next Town Board meeting agenda. Don will share the Commission's concern about how this information will be shared with stakeholders.

**DISCUSSION: Comprehensive Plan Update Element 6: Economic Development**

Ann reported she contacted the County Extension office for help with updating the census data in Element 6: Economic Development. She will continue to work with them and report back next month.

**DISCUSSION: Plan Commission new Member, Duty Assignments: Vice President and Secretary Positions**

Ginny Chabek will be replacing Sarah Gunn's seat on the Plan Commission. Don suggested postponing the decision on appointing individuals to the Vice President and Secretary positions until next month's agenda, when Ginny assumes her official role on the commission.

**DISCUSSION: Education of New Board Members on the Purpose of the Comprehensive Plan and the Role of the Plan Commission**

Ann will continue to include the relevant Elements of the Comprehensive Plan in her reports and discussions with the Town Board.

**DRAFT**

**FUTURE AGENDA ITEMS**

Plan Commission meeting time change

**NEXT TOWN OF ROUND LAKE PLAN COMMISSION MEETING**

June 7, 2023, at 6:00 pm. - in-person at the Town Hall or virtual through Webex

**MEETING ADJOURNED at 7:25 pm**

Motion: Jane Bidwell

2nd: Don Stover

Respectfully submitted by Sarah Gunn

**DRAFT**