

Round Lake Land Use Plan Commission Meeting Minutes Tuesday, July 8, 2025

1. **Call to Order** – 6:31 p.m.
 - The regular meeting of the Town of Round Lake Planning Commission was held at the Town Hall and virtually on 7/8/2025. The meeting was called to order at 6:31 by Ginny Chabek.
2. **Certification of Meeting Posting** - Posted on the website, Town Hall Posting Box, and Recycling Center in accordance with town ordinance 19.84.
 - a. Attendees: Ginny Chabek, Don Stover, Martin Hanson, Ed Haugen, Scott Verbeck, Kimberly Kayler, Christina Hill
3. **Approval of Agenda** - Motion to approve agenda with change in order (swapping item 8 and 9): Stover/Kayler
4. **Approval of Minutes from May 6, 2025, Regular Meeting** - Motion to approve June meeting minutes with change in language from approval to recommendation where pertinent: Stover/Verbeck
5. **Audience Recognition and General Comments (for items not on the agenda)** -
 - a. Audience attendance: Frank Leuschen Jr., Jeremy Hill
6. **Discussion and Possible Action – Final Plat Approval for Phase 3 of The Preserve**
 - a. Applicant: Jeremy Hill
 - i. Jeremy Hill present to discuss and distribute Environmental Impact Report to members of LUPC. Final Plats and surveying is complete. The Stormwater Management Plan is ongoing, and petitioner requests final approval of plat pending approval of the Stormwater Management plan by WiDNR.
 - b. **Discussion:** Martin asked about presence of a filtration or catchment near Hwy 77 to avoid run off from the new Preserve access road onto Hwy 77. Jeremy reported a catchment basin is further up the road, but a grass low ditch is in place to prevent runoff onto 77. Also present are rock ditches, 3 types of matting on disturbed hillsides planted with grasses. Jeremy felt confident there would be no runoff towards the highway or Round Lake.

- c. **Action:** Motion to recommend final plat approval of Phase 3 of The Preserve subject to conditions in Sawyer County Staff Report, and with the same contingencies and covenants in place. Hanson/Stover. Motion Passed.

7. Discussion/Possible Action – Final Plat Approval of Phase 4 of The Preserve

- a. Applicant: Jeremy Hill
 - i. Jeremy Hill present to discuss and distribute Environmental Impact Report to members of LUPC. Final Plats and surveying is complete. The Stormwater Management Plan is ongoing, and petitioner requests final approval of plat pending approval of the Stormwater Management plan by WIDNR.
- b. **Discussion:** Martin asked about presence of a filtration or catchment near Hwy 77 to avoid run off from the new Preserve access road onto Hwy 77. Jeremy reported a catchment basin is further up the road, but a grass low ditch is in place to prevent runoff onto 77. Also present are rock ditches, 3 types of matting on disturbed hillsides planted with grasses. Jeremy felt confident there would be no runoff towards the highway or Round Lake.
- c. **Action:** Motion to recommend final plat approval of Phase 4 of The Preserve subject to conditions in Sawyer County Staff Report, and with the same contingencies and covenants in place. Hanson/Stover. Motion Passed.

8. Discussion/Action –Certified Survey Map (CSM) Review for 26212

- a. Applicant: Jim Haines (present by phone), is looking to split the parcel into 2 lots and build 2 small cabins, around 1000 sq ft, with possible garages in future.
- b. **Discussion:** Property is zoned RR1 for residential use.
- c. **Action:** Motion to recommend approval of CSM 26212. Hill/Stover. Motion Passed.

9. Discussion/Action - Updated Driveway Ordinance

- a. Clean version of updated ordinance presented by Ginny Chabek.
- b. Discussion: Martin reconsidered the 12 ft minimum driveway width as being too narrow to accommodate snow storage impact. Martin recommended a minimum width of 16 ft, and members of LUPC agreed. Commission members addressed

questions from Kay Wilson, Supervisor. Martin recommended not to include provisions/diagrams for turn around access because it is too hard to quantify with the different turning radii of vehicles.

- i. In item F, addressing number of driveways, add to #1 max of 2 per parcel (recommendation by Verbeck/Hanson, commission agrees).
- ii. In Item L, change language to shall be required to be reconstructed
- iii. In Items D and K, remove repetitive language.
- iv. In Section 12 (XII), the commission discussed penalties for violating ordinance. Kim recognized long wait times for contractor availability in the area. Martin recommended language be changed to: not less than \$100 per day based on evidence of a signed contract to resolve, or final resolution of the problem.

- c. **Action:** Motion to send Driveway Ordinance to RLTB as a draft. Hanson/Kayler. Motion passed.

10. **Discussion/Action: Room Tax Report**

- a. Ginny presented the Room Tax Report with 2 added appendixes. Appendix A Tourism Entity Agreement (old agreement), and Appendix B Room Tax earnings for years 2022- 2024.
- b. Discussion: Martin questioned whether we would renew the contract with HLVCB. Kimberly pointed out that we don't have information/impact feedback from rental operators and vacationers, and having that perspective may be important to final decisions regarding Room Tax. Ginny added it may be worth recommending a special meeting with TORL board to discuss the report, and the commission agreed.
- c. Action: Motion for LUPC to deliver the Room Tax Report to TORL Board and recommend the request of a special meeting to discuss and determine next steps. Chabek/Kayler. Motion passed.

11. **Discussion/Action - Cell Tower Lease Agreement Proposal**

- a. **Discussion:** Commission discussed all 3 options (Proposal 1, 2a, 2b), and possible pros and cons. Current lease is in effect until 2027. American Tower Corporation expressed concern at continuing a 5/yr lease, and gave the 3 proposal options as alternatives to the current lease. Scott will report TORL Board discussion of this proposal to us at our next regular scheduled meeting.

b. **Action:** None

12. **Board Meeting Report – Ginny** - no questions or issues, presented via email

13. **Correspondence – Discussion Only**

a. Discussion on the idea of creating a Town of Round Lake Recreational Plan

- i. Ginny explained that there are many grants available for recreational improvements in towns, but a Recreational Plan must be in place to apply for them. The commission discussed that previously the TORL Council decided against moving forward due to the cost of hiring professionals to develop the plan. Martin thought that some towns have simply incorporated into the Sawyer County Recreational Plan. Members felt questions about the needs/interest in recreational areas should be given to town residents in the upcoming town survey.

14. **Schedule Next Meeting** - August 12, 2025

15. **Adjourn:** 8:36pm