

Round Lake Land Use Planning Commission Meeting Minutes

Tuesday November 11th, 2025

1. Call to Order – 6:30 p.m.

- The regular meeting of the Town of Round Lake Plan Commission was held at the Town Hall and virtually on 11/11/2025.
- The meeting was called to order at 6:30pm by Ginny Chabek.
- Christina Wondergem as Secretary

2. Certification of Proper Meeting Notice (§ 19.84)

- Posted on the website and at the Town Hall Posting Box
- Attendees - Ginny Chabek, Martin Hanson, Kimberly Kayler, Scott Verbeck, Ed Haugen, Christina Wondergem

3. Approval/Reordering of Current Agenda

- Request by Martin Hanson to amend the date in item #4 from September 9 to October 7
- Motion to approve agenda with amended date in item#4: Hanson/Kayler, motion carried

4. Approval of Minutes - October 7th regular meeting

- Motion to approve as amended: Hanson/Kayler, motion carries

5. Audience Recognition and General Comments

- none

6. Discussion and Possible Action – Recommendation to the Town Board Regarding Sawyer County Zoning Citation Ordinance Amendment

- Recommending to increase citations related to zoning by 100 dollar per item
- Martin - Questions about the daily forfeiture fee mentioned, what is the daily amount and when would it take place, and where it is described.
- Will be voted on in a public hearing on Nov 21.
- Ginny will reach out to zoning to get clarification on questions regarding daily forfeiture.
- Motion to recommend approval of fine changes as described, with recommendation to town board to approve ordinance changes as described with clarification on the daily forfeiture: Hanson/Kayler, motion carries

7. Discussion and Possible Action – Town Board Approval of Land Use Application for Accessory Structure Exemption at 9725 N Thunderbird Road

- Jason Buhs - present virtually: requested permit to put a shed on land and worked with Sawyer Co Zoning. Casey Meschievitz came out and looked at the proposed site. Since that time he has gotten notification that he is only 45ft off the center of the road, and it needs to be 48 feet. Shed is in place now, it is on crushed rock. It is 3 ft out of compliance to the NW, but couldn't move back without being down a hill. Jason added that he felt he had permission for where it was placed before it was added.

- Questions from commission: Ginny - questioned why this is not a variance request instead, and the possibility of an after the fact variance instead of a land use permit approval. Requested clarification and options from Sawyer County Zoning as to why it is a land use permit.
- Action: Recommend to Town Board that they table the permit application as to such time that the applicant provides options to be in compliance and Sawyer County Zoning confirms variance process: Hanson/Kayler, motion carries.

8. Discussion and Possible Action – Report on Parcels Zoned AG and Less Than 5 Acres. Review and discussion of the report on parcels currently zoned AG and less than 5 acres, with possible action on next steps.

- Ginny talked with Jay at Sawyer County Zoning to request a meeting with Martin and Ginny to discuss options sometime towards the end of November.
- Martin requested virtual option for that meeting.
- Kimberly suggested the need to add a budget line, the amount of which won't be known until after the meeting Ginny and Martin attend the meeting with zoning.

9. Town Board Meeting Report (presented by Ginny Chabek)

- a. Camper Cabin recommendation to stick with the 30%. Discussion about definitions was not brought up. Ginny commented on behalf of LUPC that we should clarify definitions of park models and camper cabins. County board will vote on this tomorrow, Ginny will attend and report back.
- b. Room Tax report - Board voted to renew the contract for one year, verbal agreement from HLVCB (Mindy and Amanda). TORL will proceed with the same contract with updated dates.
- c. Town Survey - Vicky Palya has agreed to take on the Chair role of the town survey committee, and would like to get committee roles by January. The window for the survey going out would be around May/Memorial day.
- d. Board agreed to send letter to property to abandoned on Chief River Road

10. Future Agenda Items

- Martin - looking at the comprehensive plan, should probably put together a timeline, LUPC role, and whether we will be bringing in outside help.
- Ginny - do we want to update the comprehensive plan or re-do it.
- Scott - recommended a night to review the comprehensive plan as a group as we move forward.

11. Correspondence – Discussion only; no action will be taken.

- a. Budget meeting
 - i. Discussion: Ginny - Ed questioned if it was referring to the old or new levy. Martin - Passed levy that is in compliance with allowed maximum for 2026. Wanted to confirm that there is money for the upcoming survey and possible money for a comprehensive plan in 2029, and also reminded the board of money

designated for the Town Recreational Plan and to have them consider the budget changes for the 5 acre lot changes.

- b. Land swap in The Preserve - felt the state wouldn't approve so will not bring it forward.
- c. White Stag - confirmed that the existing conditional use permit will not transfer to a new owner.
- d. Martin - Vegetative buffer on cell tower, Conditional use permit required this - plants around cell tower dead, we should look at sights more closely to see if they are actually needed. The dead tree had been replaced at least once. The CUP should be looked at more closely. It may be specific to a site.
- e. Scott - questioned if there were any new items to bring forward to look into that fall under LUPC committee. Martin would like to wait to see the results of the town survey before making decisions about any other ideas for the LUPC.

12. Schedule for the next meeting –

- December 9, 2025 6:30 pm

13. Adjournment: 7:34pm