

## ROUND LAKE PLAN COMMISSION REGULAR MEETING MINUTES

**Tuesday, January 6, 2026**

**1. Call to order**

The regular meeting of the Town of Round Lake Plan Commission was held at the Town Hall and virtually on 1/6/26.

The meeting was called to order at 6:30 pm by Ginny Chabek  
Don Stover as Secretary.

**2. Certification of meeting posting – Posted on the website and Town Hall Posting Box and Recycling Center by the Town Clerk.**

Attendees - Ginny Chabek, Don Stover, Scott Verbeck, Kimberly Kayler, Martin Hanson (virtually), Ed Haugen, Christina Hill (absent).

Audience – Sara and Pat Delany, Frank Leuschen III, Town Clerk.

### **DRAFT**

**3. Approval of agenda – Request by Ginny Chabek to move item #13a to be addressed with item #6.**  
Motion to approve agenda: Kayler / Haugen, motion carried

**4. Approval of minutes for the December 9th Regular Meeting. Request by Kimberly Kayler to remove the third sentence in item #11. Motion to approve minutes: Stover / Kayler, motion carried**

**5. Audience recognition – Comments Only**

None.

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

Issue discussed by Plan Commission.

Town Board voted 2 to 2 at the December Town Board meeting. The item did not pass, so it must be reheard by Plan Commission and Town Board at the January meetings.

Discussion on possibly moving shed to another location. Site visits determined this was not a viable option.

Thunderbird Road is not built to town specifications.

Motion to recommend to the Town Board to approve exemption: Kayler / Verbeck, motion carried.

**7. Discussion/Possible Action – Development of a Potential Junk or Public Nuisance Ordinance.**

Sample ordinance from the Town of Dewhurst was reviewed and discussed.

This sample ordinance will be sent to Town Board for review.

A joint meeting between the Plan Commission and Town Board might be scheduled to discuss the proposed ordinance.

This item will be on the February agenda.

8. Discussion/Possible Action – Sawyer County Request for Town Input on Proposed Zoning Ordinance Amendments (Apartments and Bakeries).

Letter from Sawyer County Zoning was reviewed.

Some definitions are vague.

Concerns of adequate sewer and water facilities in areas outside of the city.

Activities in the commercial space on the ground floor could pose health hazards in the living space Above.

Traffic concerns would need to be addressed.

Depending on location the Comprehensive Plan would need to be reviewed.

The PC did make the following recommendations for feedback to County Zoning:

**Apartment Complexes**

Apartment Complexes in C1 zone districts also need to be served by municipal sewer and water systems.

Apartment Complexes in C1 zone districts above businesses also need to be deemed compatible with the living space with regards to health hazards generated by the business.

**Bakeries**

Home Bakeries in A1 and A2 zone districts need to have a minimum requirement for safe entrance and exit to the road and onsite parking spaces

9. Discussion/Possible Action – Rezone Request RZN #26-003, Nicholas Sokup.

Nicholas Sokup stated he wants to rezone the commercial (C-1) property to residential (RR-1) and renovate the existing building into a cabin.

Neighbor Mr. Wolf (not present) does not want the property rezoned.

Pat Delany (present at meeting) who owns property adjacent to the property in question also does not want the property rezoned. He brought up that this would be “Spot Zoning”.

The Towns “Land Use Map” shows this area to be a commercial area. A rezone would conflict with the Towns Comprehensive Plan and create a Residential Zoning Island in a commercial area.

Motion to recommend to the Town Board to deny the rezone request, noting Findings of Fact #’s 2 & 6: Hanson / Haugen, motion carried.

10. Discussion/Possible Action – Conditional Use Permit (CUP) #26-002, Chad and Robyn Steffens

Chad Steffens explained that he purchased the property August 22<sup>nd</sup> and was not aware that a shed that was existing on the property was not permitted by the previous owner.

Shed placement does not impact the roadway.

Motion to the Town Board to approve the CUP, noting Conditions 1-5 and Findings of Fact 1-3. Verbeck / Kayler, motion carried.

11. Working Session – Town Survey: Next Steps for Initiating the 2026 Community Survey.

Vickie Palya (Chair) and Kimberly Kayler will meet and continue the planning of the survey. This will be on the February agenda.

12. Discussion and Possible Action – Report on Parcels Zoned AG and Less Than 5 Acres.

Moved to the February agenda.

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

- a. Update on the Buhs accessory structure / shed request – moved and discussed with item #6 above

#2 Moose Lake Rd. CSM tabled by Plan Commission in December was approved by Town Board. Ginny Chabek to speak to Town Chairman regarding distance of “south shed” to Moose Lake Rd. and distances to adjacent properties.

#8 White Stag CUP approved by Town Board. Sale of property has been terminated by buyers.

#9 Update on the Jeremy Hill request – approved by Town Board

14. Future Agenda Items

No new items

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

Response letter from Sawyer County Health and Human Services regarding the Chief River Road Property.

Letter was reviewed by Plan Commission.

16. Schedule Next Meeting:

February 10, 6:30pm

17. Adjourn:

8:08 pm

Don Stover - Recorder

