

Approved:8/28/2024

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508 Second Street, P.O. Box 277, Pepin, WI, 54759, Phone 715-442-2461

Emails: clerk@pepinwisconsin.org and treasurer@pepinwisconsin.org

## PLANNING COMMISSION PUBLIC HEARING/MEETING

Village of Pepin Municipal Building

Tuesday July 2, 2024, at 6:00 pm

### MINUTES

1. **Call meeting to order.** – Randy called the meeting to order at 6pm.
2. **Roll call.** – Members present included Randy Kallstrom, Mike Michaud, Tom Latane, Kevin Sandwick, Pat Sandstrom, Dan Fedie, Jeff Heit.
3. **Approval of Meeting Minutes-** Dan Fedie made a motion to approve the Minutes from 05.07.2024 as presented. Motion seconded by Pat Sandstrom. Motion passes.
4. **Public Hearings -**
  - a) **1107 Cindi's Court-** Discussion/Action on a Conditional Use Permit regarding a license to operate a Short-Term Rental at 1107 Cindi's Court, a Residential parcel. The application is submitted by Heath and Colleen Tagtow of Byron, MN. This was previously licensed as a Short Term Rental. It is before us now because the property has been sold and a new owner is requesting a license. No change in occupancy from previous license. Discussion of parking on-street versus on-site. Jeff Heit made a motion to grant the Conditional Use Permit subject to the applicant completing all the required paperwork as necessary. Pat Sandstrom seconded the motion. Motion passes.
  - b) **1204 Charland Drive-** Discussion/Action on a Conditional Use Permit regarding a license to operate a Short-Term Rental at 1204 Charland Drive, a Residential parcel. The application is submitted by Eric & Amanda Carlson of Pepin, WI. This is another situation where the property has been sold and the new owners are requesting a license. Applicants stated that they are about to close on the property on the next Friday. A house manual was submitted today to the Clerk and were told that it was Ok. Applicants also indicated they will be using Air BNB as a marketplace. They will be using the Air BNB insurance to satisfy that requirement. Pat Sandstrom made a motion to approve the application subject to the applicants filing the remaining necessary paperwork. Motion seconded by Tom Latane. Motion passes.

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**c) 606 Lake St-** Discussion/Action on a Conditional Use Permit regarding a license to operate a Short-Term Rental at 606 Lake St., a Residential parcel. The application is submitted by Brent & Kim Vatland of Byron, MN. This is a new location that has not yet been a location for a Short Term Rental license. Mike Michaud pointed out that for all these applications notice letters were sent to all property owners within 250 feet of the proposed location. No comments were received. A State license was just received today. Need local contact information for this site and it should be in the house manual. It was stated that there are not that many residences within the 250 ft radius. Jeff Heit made a motion to approve the Conditional use Permit subject to receiving all the necessary documentation needed to issue the license. Pat Sandstrom seconded the motion. Motion passes.

**5. Area Variance Request – Discussion/Action on a request for a Zoning Setback Variance at 205 2<sup>nd</sup> St. for a utility shed location.** Jeff explained that we have received a letter from Tom Hollupeter requesting a setback variance to the 20 ft setback from the street for a location for a utility shed. He owns three lots; the lots are not combined. The shed was already moved back once. The shed would be the only structure on that streetside lot. Jeff stated that to get into compliance with the setback the existing utility shed would have to be moved back another 10-15 ft. Tom Hollupeter stated he moved the shed to be 20 ft back from the blacktop. Mike clarified that the street right of way extends from the center of the blacktop out beyond where the blacktop stops. There was discussion about neighboring property existing structure setbacks. Tom stated that it cost him about \$200 plus his labor the last time he had to move it. Dan Fedie stated that this issue has been going on way too long, including two different Zoning administrators, and this should have been resolved earlier. He suggested that because of this mis communication the Village has some responsibility here for the cost of the move. Kevin also stated that the Village has some financial responsibility here. Randy Kallstrom asked Tom whether he could move the shed for \$200. Tom said yes. Pat Sandstrom made a motion to require the shed be moved to be in compliance with the 20 ft setback from the 2<sup>nd</sup> St right of Way and the Village pays Tom \$200 to move it. Motion seconded by Tom Lalane. Motion passes.

**6. Set next meeting date.** We have already set the next meeting date for July 8<sup>th</sup> at 6 pm.

**7. Adjourn.** Pat Sandstrom made a motion to adjourn. Seconded by Tom Latane. Motion passes.

Mike Michaud