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Planning Commission Meeting

Village of Pepin Municipal Building
Meeting Minutes – August 25, 2025

1. Call the meeting to order.
2. Roll Call: Jeffrey H., Pat S., Steve W., Kevin S., Tom L. and Randy K.
3. Public hearing regarding a request by the Lake Pepin Campground to rezone parcel #171-00336-0000 located northeast of the intersection of 5th Street and Locust Street from residential to commercial. Discussion on property usage from a splash pad, storage units or small cabins. Public Hearing closed.
4. Discussion/Action: Steve W. made a motion to recommend to the Village Board to rezone parcel #171-00336-0000 from residential to commercial. Jeffrey H. seconded. All approved except Tom L. who opposed.
5. Public hearing regarding a request by Jason and Angela Jahnke for a variance to set back requirements to build a new garage located at 411 Boyd street on the East side of his house. Part of the property butts up to the property owned by the village.
6. Discussion/Action: Tom L. made a motion to recommend to the Village Board to grant a variance on 411 Boyd Street to permit the construction of a new garage even with the house which is 6 feet from the village property line as long as the apron does not extend beyond the property line and vehicles are not to be parked between the garage and the plotted street. Seconded by Kevin S. Motion carried.
7. Kyle Anderson discussed parcel #171-00055-0001 and the village ordinances associated with it. Kyle was wondering what he can do with

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the small piece of land he purchased. He needs 6,050 square feet to build and the lot is much smaller than the requirement. Currently he is unable to place a shed, camper or tiny house on the property. Pepin County assigned a partial number to the lot without a signature from the village. Recommended talking to the County Zoning Department.

8. Zoning Map Discussion/Action: Summarized the list that the Planning Commission worked on. Randy and Jeffrey met with Maria from Pepin County Zoning Department and she created a new map to include the updates we have completed to date. We have 15 of the 31 updates completed.

Moving forward we need to create 15 letters to the individual property owners stating the changes we made along with simultaneously scheduling a Public Hearing to review the changes made to the 15 properties. The new map will need to be ready for the Public Hearing that needs to be scheduled. We are also requesting the street names and block numbers be added to the updated map.

We also need to develop a new procedure for our Village Clerk and the County Zoning Department so that when property changes are made, we assure updates are properly completed. Maria from the County Zoning Department will help develop this process.

Question: Does the ordinance need to be updated to include the more detailed explanation of Public Zoning (uses, set-backs, etc.). The Zoning Administrator needs direction/guidelines on non-profit rules and public zoning rules. We will look into what other villages/cities are doing for Public Zoning.

Water/Sewer Plant needs to have an assigned location for emergency services. Lion Club's property needs to be changed from commercial to public.

Motion was made by Jeffrey H. to update the 511-2nd street property from Public to residential. Kevin seconded. Pat S. abstained. Motion carried.

Motion was made by Jeffrey H. to proceed to move forward with the Public Hearing to include the changes made and to have the letters sent out to the residents that the changes were made. Tom L. Seconded. Motion carried.

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Next meeting TBD.

Motion made by Pat S. to adjourn. Steve W. Seconded. Motion carried.

Pat Sandstrom-Secretary