

Approved:10/19/2026

Posted:10/20/2026



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

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

ORDINANCE COMMITTEE MEETING

Village of Pepin Municipal Building

August 31, 2026, at 5:00 pm

MINUTES

1. **Call meeting to order-** Carrie called the meeting to order at 5:00pm
2. **Roll Call-** Present were Carrie Arens, Mike Michaud, Pat Sandstrom, and Steve Dove. Kelsey Gilmore was absent. Others present were Julie Fayerweather and Jeff Heit.
3. **Review and Approval of Minutes from 06.29.2026** - The Committee reviewed June 29, 2026, meeting minutes. A question regarding the spelling of "ayes" was resolved, and no correction was required. **Motion** was made by Pat to approve June 29, 2026, meeting minutes as presented. Steve Dove **seconded**. Three ayes, Mike abstained. Motion approved.
4. **Chapter 115: Short-Term Rentals-** Discussion/Action for clarification on whether the Village clerk can approve new STR's in Commercial/Low Commercial Impact areas without Planning or Board approval.

The Committee discussed whether the Village Clerk may approve a new short-term rental application in a commercial or low commercial impact zone without Planning Commission or Village Board approval. Members distinguished new applications from renewals and reviewed the requirement that the dwelling comply with Chapter 15, all other Village ordinances, and applicable zoning requirements. They determined that the application under consideration met the current checklist and zoning requirements and that the ordinance did not specifically require Village Board approval.

The Committee noted that this appeared to be the first new commercial short-term rental application submitted since the ordinance was adopted in 2022 and considered it precedent setting. Members agreed

Approved:10/19/2026

Posted:10/20/2026

that future ordinance revisions should clarify approval authority for new applications and reduce uncertainty for the Clerk.

Additional revisions identified for future review included responsibility for maintaining short-term rental location maps, complaint tracking, enforcement procedures, non-police violations, repeated nuisance activity, parking concerns, license revocation standards, and whether short-term rentals should be regulated as business licenses rather than conditional uses.

A **motion** was made by Mike that, in the opinion of the Ordinance Committee, the Village Clerk may approve a short-term rental application in a commercial or low commercial impact zone without referral to the Village Board, provided the Zoning Administrator confirms that all zoning requirements are met. **Second** by Pat. All ayes, motion carried.

5. Chapter 113: Mobile or Temporary Restaurants- Discussion/Action on clarifying requirements for commercially approved vendors, and whether there should be changed made to this ordinance.

The Committee reviewed requirements for mobile and temporary restaurants, including vendors operating on commercially zoned property, food trucks parked within the Highway 35 right-of-way, temporary beverage tents, property-owner permission, licensing documentation, insurance, waivers, and enforcement.

A **motion** was made by Carrie to forward a commercial property owner waiver and release form to the Village Board, with language referencing the violation provisions of Section 113.06. **Second** by Pat. All ayes, motion carried.

6. Chapter 52 Wastewater/Sewer- Discussion/Action on moving forward to public hearing on this ordinance.

The Committee conducted a section-by-section review of the draft sewer system use and rate structure ordinance and identified editorial, technical, and policy revisions before public hearing.

No motion was taken because the sewer ordinance remained under review. Staff will incorporate the agreed revisions and continue preparation for a public hearing. Because of notice requirements, the Committee anticipated presenting the ordinance at the October Village Board meeting.

7. Set next meeting date – The next meeting will be Monday September

Approved:10/19/2026

Posted:10/20/2026

28th, 2026, at 5:00pm.

- 8. Adjourn-** Pat made a **motion** to adjourn. **Second** by Carrie. All ayes, meeting adjourned.

Julie Fayerweather-Clerk