

PLAN COMMISSION
May 14, 2025

The meeting of the Plan Commission was called to order at 5:31 p.m. by B. Schirpke. **Members present:** Branden Schirpke, Darrell Hansen, Thomas Behnken, and Jack DeWolf. **Absent:** Stephanie Bonikowski, Laurie Vollrath and Mark Doornink **Also present:** City Administrator Caz Muske, Fire Chief Shane Krueger, Rosalee Roloff and Rick Liebman.

Hansen/Behnken m/s/c to approve the agenda as presented.

Hansen/Schirpke m/s/c to approve the minutes from September 4, 2024

Muske presented the City Administrator memo and the meeting was opened for questions or discussion regarding the memo. No further discussion took place.

Open Public Hearing: Behnken/Hansen m/s/c to open public hearing for items 6a-c of the agenda.

R. Liebman explained that he would like to create housing for the employees of a local business. The property would be monitored and subject to bi-weekly inspections by the business owner. Discussion followed on the terms of tenancy as well as the dynamic of the renters and the shifts they would work.

Muske explained that there are currently businesses in the Industrial Park that are looking to expand and amending the ordinance to include the conditional use would support these future expansions. Muske clarified the conditional use requests and informed the Committee that they will have the final decision on all conditional use approvals.

Close Public Hearing: Hansen/Behnken m/s/c to close public hearing.

Behnken/Hansen m/s/c to recommend to common council Ordinance 1233 – Rezone 32 Hughes St. from R-2 Residential District to B-2 Neighborhood Convenience Retail District

Behnken/Hansen m/s/c to approve the Conditional Use Permit Request for 32 Hughes St. for (b) Hotels, rooming houses and other lodging places, 7011-7021 contingent on Common Council action regarding the Rezoning Request.

Behnken/Hansen m/s/c to recommend Ordinance 1234 to Council.

Behnken/Hansen m/s/c to recommend Ordinance 1235 to Council.

Muske presented a timeline for future meetings and the next meeting was scheduled for June 16th at 5:15 p.m.

Adjourn: Hansen/Behnken m/s/c to adjourn 6:04 p.m.

Respectfully Submitted,

Ryan Rockey
Recording Secretary



CITY OF CLINTONVILLE

WISCONSIN 54929

Department of Administration

MEMO

To: Honorable Plan Commission Chair Schirpke and Members
From: Caz R. Muske, City Administrator
Date: Thursday, June 19, 2025
RE: City Administrator Memo Item

CITY ADMINISTRATION

TOTAL ITEM UPDATES: 2

1. **Item: Conditional Use Permit request for 247 E. Madison Street**
 - **Description:** The applicant is requesting a Conditional Use Permit for 247 E. Madison (30-25-72-1) for Rural Transitional District (RT)(2)(b) Construction of primary or accessory structures to have the ability to build a single-family residence; Additionally, the Board of Zoning Appeals will hear a Variance Request to allow a 30-foot front setback instead of a 50-foot front setback as required for the dimensional standards of the Rural Transitional District (RT); conducting these two meetings aligns more closely to the applicants timeline-holding a Rezoning Process would require an additional month of time with the requirement of City Council approval
 - **Status:** 05/14 Conditional Use Permit will be considered by Plan Commission; 06/24 Board of Zoning Appeals will hear a variance request

2. **Item: City Facilities Planning Project - Timeline**
 - **Description:** The City has facilities that need to be updated/addressed due to their useful lifespan; over the next few months, PC will help decide on policy for Council consideration centered around priority, budget, and CIP placement
 - **Status:** 05/19 is the Tours meeting; see anticipated timeline attached

Warm regards,

Caz R. Muske, M.P.A.

City Administrator

Airport Manager | RDA Executive Director
715-823-7600 | cmuske@clintonvillewi.gov

Legal Notice

Class 1 Notice: June 12, 2025

NOTICE OF PUBLIC HEARING AND MEETING

A public hearing and meeting of the City Council will be held on, **Thursday, June 19, 2025 at 5:15 pm.** at Clintonville City Hall, 50 10th Street, Clintonville, Wisconsin. The Common Council will review:

A conditional use permit request from Adam Lorge, for (b) Construction of primary or accessory structures.

Said meeting is open to the public and any person may appear and be heard for or against this request.

Dated this 12th day of June, 2025

Peggy L. Johnson
City of Clintonville
Clerk-Treasurer

\$125.00

CONDITIONAL USE APPLICATION
CITY OF CLINTONVILLE
50 Tenth Street, Clintonville, WI 54929
715-823-7600

Chapter 17 – Zoning Ordinance, City of Clintonville (17.31)

Class 1 Notice-Hearing

Date Published: 6-12-25

TO: ZONING ADMINISTRATOR
CITY OF CLINTONVILLE
AND
CITY PLAN COMMISSION

Applicant: ADAM LORGE Address: E11871 Bussian Road Clintonville WI,
Phone: (715) 851-4172 54929

Address of property for conditional use if different: 247 East Madison Street Clintonville WI,
54929

Opposite Property Owners (with address): Travis Anderson
260 East Madison Street Clintonville WI 54929

Abutting Property Owners (with address):
Chad Peeters 189 East Madison Street Clintonville WI 54929
Lon Allen 211 East Madison Street Clintonville WI 54929

Proposed Conditional Use: Dwelling

Present Zoning: Rural transition

Additional Information: With building this home, we are not hooked up
to city sewer and water. This property will have its own septic and
well.

Receipt No. 1052286 (100-44400-11)

Date: June 7, 2025 Applicant Signature: Heather Lorge

Date Received: 6-2-25 City Staff Signature: Ryan Rocky

Meeting Date: 6-19-25

CC: CITY PLAN COMMISSION MEMBERS
ABUTTING PROPERTY OWNERS
APPELLANT

Revised: 6/23

LON ALLEN
MARY ALLEN
211 E MADISON ST
CLINTONVILLE, WI 54929

STEVEN W KLUTH
TAMMY L KLUTH
E10405 COUNTY ROAD I
CLINTONVILLE, WI 54929

CHAD A PEETERS
E9456 MADISON RD
CLINTONVILLE, WI 54929

KRISTIN L ANDERSON
TRAVIS ANDERSON
E9441 E MADISON ST
CLINTONVILLE, WI 54929

NATHAN A SCHREIBER
240 E MADISON ST
CLINTONVILLE, WI 54929

ZONING 17.00

and precise development plan subject to the procedural and regulatory provisions.

(a) Mobile Home Park.

1. The total area of the park shall exceed 15 acres.
2. Density: Not more than six (6) mobile home sites per acre.
3. Area: 4,000 square feet per unit minimum.
4. Yard requirements and setbacks:
Street: 20 feet minimum or 5 feet minimum if vehicular access is from an alley or the rear of the lot.
5. Site restrictions: See 17.11.

(b) Any accessory use shall be approved in the development plan.

- (2) Lot Coverage. A mobile home shall not occupy an area in excess of one-third of its respective lot area. The total occupied by a mobile home and its accessory buildings shall not exceed 66% of the lot area. mobile homes shall be separated from each other a minimum of 20 feet. Zero lot line development shall be considered as long as the minimum separation of units is maintained
- (3) Parking. Two off-street spaces per unit.
- (4) Open Space. A minimum of 250 square feet of usable open space per mobile home within the mobile home park.
- (5) Buffer Zone. Any mobile home park shall have a minimum of 120 feet of landscaped buffer surrounding the entire mobile home park. The landscaping plan must have the approval of the Plan Commission.
- (6) Existing mobile home parks or subdivisions, in accordance with City Ordinance 12.11, shall continue to operate under the regulations that were in effect prior to the adoption of this Ordinance.

Any use accessory to a mobile home park is either permitted by right or as a conditional grant subject to the criteria established in section 17.11(5) of this chapter, and such requirements as are made a part of an approved, recorded, precise development plan which shall be enforced as part of this code.

- (7) Regulations for a Development Plan. The provisions of section 17.28 establishing a planned unit development shall apply to a planned community mobile home park district as created here, unless the context thereof clearly requires otherwise. In the event of a conflict between the provisions of section 17.28 and this subsection, the provision of this subsection shall apply.

17.18 RT RURAL TRANSITIONAL DISTRICT

The RT Rural Transitional District is intended to provide for the continuance of existing uses while preventing premature development of a nature which will not be compatible with the future needs of the City of Clintonville.

- (1) **Permitted Uses.**
 - (a) Existing uses at the time the property is zoned RT.
- (2) **Conditional Uses.**
 - (a) Land division.
 - (b) Construction of primary or accessory structures.
- (3) **Dimensional Standards.**
 - Parcel size: 5 acre minimum.
 - Lot width: 200 feet minimum.
 - Front setback: 50 feet minimum.
 - Side setback: 50 feet minimum.
 - Rear setbacks: 30 feet minimum.
 - Building height: 35 feet maximum for non-agricultural uses; no limitation for agricultural buildings, either primary or accessory.
 - Water setback: See 17.11(6)

17.19 B1 DOWNTOWN BUSINESS DISTRICT

Permitted and Conditional Uses for B1 district are referenced to the Standard Industrial Classification (SIC) Manual (1987). When a SIC number is given, the reader should refer to the SIC manual for a complete description of the use.

The B1 Business District is intended to provide for the orderly appropriate regulations to ensure the compatibility of the diverse uses typical of the "downtown" area without inhibiting the potential for maximum development of commercial, cultural, entertainment, and other urban activities which contribute to its role as the "heart" of the City.

- (1) **Permitted Uses.**
 - (a) Travel Agencies, 4724-4729
 - (b) Radio & Cable Broadcasting, 4832,4841
 - (c) Hardware stores, 5251
 - (d) General merchandise stores, 5311-5399
 - (e) Food stores, 5411-5499
 - (f) Auto Supply stores, 5531
 - (g) Apparel and accessory stores, 5611-5699
 - (h) Furniture, home furnishings and equipment stores, 5712-5736
 - (i) Eating and drinking places, 5812-5813
 - (j) Miscellaneous retail, 5912-5953 and 5992-5999
 - (k) Banking, 6011-6062
 - (l) Credit agencies other than banks, 6111-6163
 - (m) Professional offices.
 - (n) Insurance agents, 6411
 - (o) Real estate agents, managers, 6531
 - (p) Personal services, 7211-7299
 - (q) Business services, 7311-7399
 - (r) Miscellaneous repair services, 7622-7641
 - (s) Video tape rental, 7841
 - (t) Amusement and recreation services, 7911, 7932, 7933, 7979, 7991, 7993



City Facilities Project

Fire, Public Works, Administration Departments

