

MINOCQUA PLAN COMMISSION MINUTES

September 9th, 2025

A meeting of the Minocqua Plan Commission was called to order by Plan Commission Chairman Mark Hartzheim at 8:30 a.m. in the Board Room of the Minocqua Center.

Present were: Chairman Mark Hartzheim; Members Jay Christgau, Joe Hegge, Mark Pertile, Mary Taylor and Michael Tautges; Lynn Wildes, Town Secretary; and Scott Ridderbusch, Oneida County Planning and Zoning. Billy Fried was absent with notice.

Motion by Christgau, seconded by Tautges to approve the agenda as presented. Voice Vote: Motion Carried.

Motion by Hegge, seconded by Taylor to approve the minutes from the meeting on August 26th, 2025 as presented. Voice Vote: Motion carried.

OLD BUSINESS

CERTIFIED SURVEY MAP #32-25: Preliminary one (1) lot Certified Survey Map of lands owned by N & J Investments LLC, submitted by Wilderness Surveying Inc., Jim Rein, surveyor, for the following vacant property further described as: Part of the NE-NW, SE-NW, Section 10, T39N, R6E, PIN #MI-2158-5, Town of Minocqua (Richardson Plat Rd.).

Chairman Hartzheim tabled CSM #32-25 as surveyor Jim Rein was not able to be present. Legal research is needed on the Town-owned parcel.

NEW BUSINESS

CERTIFIED SURVEY MAP #33-25: Preliminary four (4) lot Certified Survey Map(s) of lands owned by Michael & Gail Rogowski, submitted by Wilderness Surveying Inc., Jim Rein, surveyor, for the following property further described as: Part of the NW ¼ of the NW ¼, Section 31, T39N, R5E, PIN #MI-1997-1, 12621 Yukon Trail, Town of Minocqua.

Hartzheim stated this item was on a previous Plan Commission agenda as a 6-lot CSM but before it was presented to the Town Board it was changed to a 4-lot CSM, and therefore the Town Board recommended it come back to the Plan Commission for review due to this change.

Scott Ridderbusch stated the owners are still proposing to grant a documented easement to the property owners to the west. He said the Oneida County ordinance allows a 33' wide easement for 3 lots or less, and this one will serve lot 1 as well as the two lots to the west. Mark Pertile stated he was concerned about an easement for the neighbor's (Barnes) garage on the lot directly west of lot 1, and Mike Rogowski said it was never his intent to cut off access to the garage – they were just trying to get some separation and privacy and he did leave a 19' grass buffer in front of it. Hartzheim noted Barnes may already have a prescriptive easement for the driveway leading up to her garage, and Rogowski said that part takes a substantial use of their property and they are already giving up 750' for the functioning driveway. Ridderbusch stated the ordinance only allows a 33' easement for 3 lots or less, but he could take it to the Planning and Development Committee to allow the 33' width as the two parcels to the west are not landlocked without it as they both front Yukon Trail.

Motion by Pertile, seconded by Christgau to recommend approval of preliminary 4-lot CSM #34-25 to the Town Board (correcting the lot #'s for lots 3 & 4), with the recommendation of the addition of a 33' easement as proposed by the property owner from Yukon Trail along the gravel drive for lot 1, the two lots to the west, and lot 2 with the notation that the properties to the west are not landlocked and do have access to Yukon Trail if they choose to put in their own driveway. The 33' easement will be shown and documented on the CSM and brought to the Town Board meeting. In addition, notation on the CSM is required indicating that the shared easement to the lake is restrictive to only lots 1 & 2.

Erik Johnson asked if the easement road is recommended at 33' can the owners leave it as is or will they be required to improve it, and Ridderbusch said it would be adopted as an existing roadway and can be left as is. Pertile noted a 14' driveway width is required, and Mike Rogowski stated it already was that wide. Pertile noted he can add that to his motion as well.

Motion by Pertile, seconded by Christgau to recommend approval of preliminary 4-lot CSM #34-25 to the Town Board (correcting the lot #'s for lots 3 & 4), with the recommendation of the addition of a 33' easement as proposed by the property owner from Yukon Trail along the gravel drive for lot 1, the two lots to the west, and lot 2 with the notation that the properties to the west are not landlocked and do have access to Yukon Trail if they choose to put in their own driveway. The 33' easement will have a 14' width, will end at the property line by the communications pedestal, and be shown and documented on the CSM and brought to the Town Board meeting for review. In addition, notation on the CSM is required indicating that the shared easement to the lake is restrictive to only lots 1 & 2. Voice Vote: Motion carried 6-0.

CERTIFIED SURVEY MAP #34-25: Preliminary two (2) lot Certified Survey Map of lands owned by Neal & Brenda Gehin, submitted by Wilderness Surveying Inc., Jim Rein, surveyor, for the following vacant property further described as: Lot 3, CSM 4135, being part of Government Lot 1, Section 34, T38N, R5E, PIN #MI-1568-16, Town of Minocqua.

Hartzheim stated this is an off-water parcel and is zoned single family. Ridderbusch noted Walsh Road is a private road and shows varying widths on different surveys. He stated this CSM is creating two lots on the off-water parcel of lot 3 and it meets all width requirements.

Motion by Pertile, seconded by Taylor to recommend approval of CSM #34-25 to the Town Board as presented. Voice Vote: Motion carried 6-0.

CONDITIONAL USE PERMIT #35-25: Conditional Use Permit application by Blue Moose Sales LLC, applicant, Jacob Nowobielski and Rachelle Nowobielski, owners, to operate a retail space selling waterfront equipment with outdoor display areas on the following described property; Lot 2, CSM 4227, being part of the NE-NE, Section 34, T39N, R6E, PIN #MI-2490-20, 9711 Whispering Oak Court, Town of Minocqua.

Ridderbusch stated this operation will be a retail space and existing residence selling boat lifts, and dock sections which will be displayed outside, and there will be no manufacturing or inventory storage on site. He said there will be two employees and the hours of operation will be Monday-Sunday from 9 am-5 pm. He said 8 parking spaces are required and 8 are provided, and all is in compliance. Hartzheim emphasized to the applicant the importance of keeping outdoor displays and grounds in the high visible highway corridor neat and organized.

Motion by Hegge, seconded by Pertile to recommend approval of Conditional Use Permit #35-25 to the Town Board as presented. Voice Vote: Motion carried 6-0.

Motion by Hegge, seconded by Pertile to adjourn meeting. Voice Vote: Motion Carried. Meeting adjourned at 9:39 a.m.

Lynn Wildes
Town Secretary