

# NOTICE OF MEETING

**TITLE OF GROUP MEETING:** MINOCQUA PLAN COMMISSION  
**PLACE:** MINOCQUA CENTER BOARD ROOM (3<sup>rd</sup> Floor)  
**TIME:** 8:30 A.M.  
**DATE:** Tuesday, June 30<sup>th</sup>, 2026  
**PURPOSE:** Regular Meeting

1. Call meeting to order/roll call
2. Approval of agenda
3. Approval of minutes from May 26, 2026
4. Messages/announcements/correspondence

1. **SIGN PERMIT #13-26:** Sign application by R&R Rentals LLC, applicant, and Alder Partners LLC, owner, to place an 18.48 s.f. free-standing sign at 212 W. Chicago Ave., PIN MI-3319, Town of Minocqua.
2. **ADMINISTRATIVE REVIEW PERMIT #24-26:** Administrative Review Permit application by Neil and Haley Simmons, applicants and owners, to rent the dwelling as a tourist rooming house within the #02 Single Family zoning district where rentals shall be limited to no more than one (1) rental per seven (7) day period on the following described property: Lot 1, Kobart Kove, Section 8, T39N, R5E, 12339 Kobart Road, PIN MI-7609, Town of Minocqua.
3. **ADMINISTRATIVE REVIEW PERMIT #25-26:** Administrative Review Permit application by Knotty Pine Resort LLC, applicant and owner, to rent the dwelling as Tourist Rooming House for less than 30 consecutive days on the following described property: Units 1 and 2 (combined into 1 dwelling unit), Knotty Pine Resort Condominium, Section 15, T39N, R6E, 9742 Bakers Acres/9744 Bakers Acres, PIN MI-6774 and MI-6775, Town of Minocqua.
4. **ADMINISTRATIVE REVIEW PERMIT #26-26:** Administrative Review Permit application by Karri Bruette, applicant, and Bella Trova LLC, owner, to operate a massage therapy business in an existing commercial building on the following described property: Part of Government Lot 6, Section 11, T39N, R6E, PIN MI-2179-38, 8532 Highway 51, Unit 3, Town of Minocqua (Boardwalk Shoppes).
5. **ADMINISTRATIVE REVIEW PERMIT #27-26:** Administrative Review Permit application by Rick Umhoefer, applicant, CRE8 IT Investments LLC, owner, to construct an accessory storage building on the property where an existing retail business will continue to operate on the following described property: Lots 1, 2, 19 and part of lot 18, Block 9, Village of Minocqua, Section 14, T39N, R6E, PIN MI-3346, Town of Minocqua.
6. **CONDITIONAL USE PERMIT #28-26:** Conditional Use Permit application by Brianna Trapp, applicant and owner of NBT Properties LLC, to operate a kennel boarding facility at the existing developed commercial multi-tenant property further described as: Part of the NE-NE, SE-NE, Section 12, T39N, R6E, PIN MI-2182-2, 8714 & 8724 Highway 47, Town of Minocqua.

## 7. ADJOURN MEETING

DATE OF POSTING NOTICE: June 26, 2026

NAME AND TITLE OF PERSON DIRECTING THAT THIS NOTICE IS POSTED:  
MARK HARTZHEIM, CHAIRMAN  
MINOCQUA PLAN COMMISSION

Due to the fact that several Town Supervisors and/or Town employees serve on other public government subunits of the Town, there may be a majority of such committees present in the room where the meeting is held. In such cases, the presence is incidental and the only business to be addressed will be Plan Commission business described in the foregoing agenda. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and service. Contact the Town Clerk at 715.356.5296.