

Village Planning Commission Meeting Minutes

Tuesday, September 23, 2025 at 5:00 p.m.

- I. **CALL TO ORDER.** At 5:00 p.m. Plan Commission Chair and Village President (Chair) Shannon Berg called the meeting to order.
- II. **ROLL CALL.** Plan Commission members (Commissioner) in attendance were Steve McCracken, Dwain Trowbridge, Leonard Boehm, and Dan Moos, and Chair Berg. Absent were Andrea Lemmons and Dean Sayles. There was a quorum in attendance. Staff in attendance were Administrator-Clerk-Deputy Treasurer (ACDT) Bradley Hanson and Building Inspector and Zoning Administrator (BI) Joe Atwood.
Public in attendance were Thomas Bischel, Donna Bischel, Brady Bischel, and Makena Riedesel.
- III. **PUBLIC HEARING – Rezoning of Districts Adjacent to May St and N East St.**
 1. Open Public Hearing. At 5:00 p.m. Chair Berg opened the Public Hearings.
 2. Rezoning request(s) and Municipal Code requirements. ACDT Hanson advised Municipal Code change in 2023 in Chapter 350 and is available online along with the Zoning Map, which was changed from Chapter 23 with the 2025 Municipal Code Codification. The Code requires the Village Clerk to review the application for completeness, analyze with the Code requirements and recommendation to the Commission to be able to change Zoning.
Notification letters were mailed to all neighboring property owners within 175 feet of all three re-zoning requests, the Township of Dovre was mailed a notification letter regarding the third Re-zoning request only as it is within 1,000 feet of the Township's border with the Village, a Class 2 Publication Notification was published in the Bloomer Advance as required by law, and the agendas were posted by 9:30 a.m. on Monday, September 8, 2025.
There were no written or verbal concerns received from neighbors, but they are also granted the opportunity to give their concerns in-person. As indicated in the meeting packet, maps were not required since the Village has a Geographic Information System (GIS) since 2021.
 3. Public Comments.
 4. Rezoning of 330 Mathias St from R-1 Single-Family Residential District to GA General Agriculture District within the Village of New Auburn boundaries. Trowbridge asked questions regarding previous building developments and wetland concerns. BI Atwood responded those questions are irrelevant to the rezoning request. Trowbridge brought up Chippewa County Zoning information and ACDT Hanson advised Trowbridge that they do not have authority within the Village, only the Village's Zoning applies. McCracken asked the reasoning behind wanting to re-zone and D. Bischel responded that they wanted the change due to the adjoining parcel being zoned agriculture already and it was being used for agriculture proposes already and so was the parcel being considered for re-zoning that does not have structures on it.
 5. Rezoning of 401 – 409 May St and northern parcel from R-2 Single- & Two-Family Residential District to R-3 Multi-Family District within the Village of New Auburn boundaries. Berg asked Trowbridge intentions with building in this location and he responded multi-family. McCracken asked where he would access road and utilities, and Trowbridge responded off May St, which according to McCracken would look like Trowbridge's previously submitted plans. BI Atwood advised the lots need to be a minimum of 17,421 square feet and 100 feet minimum road frontage, which both lots in question exceed those minimums. BI Atwood continued that it does not have to be contiguous to the same District they are requesting to be Zoned to if it helps the Village meet its goals or if it helps the Village grow.
 6. Rezoning of multiple unaddressed parcels between North St and Barron County Highway (CH) MM (Chippewa County CH M) with four parcels laying along the 500 & 700 blocks of N East St from R-1 Single-Family Residential District to R-3 Multi-Family Residential District within the Village of New Auburn boundaries. Three parcels as part of the request were removed from the request due to the frontage and/or square footage 151-8021-06-040 (not enough square footage and width too short), 151-8021-06-080 (width too short), and 151-8021-06-090 (width too short).
 7. Planning Commission Discussion. BI Atwood advised the Commission if the last two re-zoning requests are approved to R-3 Multi-Family Residential District, they are required to be attached to the Village's utilities. Trowbridge asked if the Municipal Code also requires other residential units to be attached. BI Atwood advised

by Public Service Commission (PSC) rules or Municipal Code if it is more restrictive and at the time of development.

8. Close Public Hearing. At 5:33 p.m. Chair Berg closed the Public Hearings.
9. Planning Commission action on Public Hearing and recommendation to the Village Board of Trustees.
 - i. *Rezoning request of 330 Mathias St.* Motion by Moos and seconded by McCracken to recommend to the Board of Trustees to change the Zoning of Parcel Number 23110-0121-6227OL27 from R-1 Single-Family Residential District to GA General Agricultural District. Motion carried with Trowbridge abstaining.
 - ii. *Rezoning request of 401 – 409 May St and Northern Parcel.* Motion by Boehm and seconded by Moos to recommend to the Board of Trustees to change the Zoning of Parcel Numbers 23110-0121-60480101 and 23110-0121-60480113 from R-2 Single and Two-Family Residential District to R-3 Multi-Family Residential District. Motion carried with Trowbridge abstaining.
 - iii. *Rezoning request of properties between North St and Barron CH MM along N East St.* Motion by Berg and seconded by Moos to recommend to the Board of Trustees to change the Zoning of Parcel Numbers 151-8021-06-010, 151-8021-06-030, and 151-8021-06-070 from R-1 Single-Family Residential District to R-3 Multi-Family Residential District. Motion carried with Trowbridge abstaining.

IV. **PUBLIC COMMENTS.** There were no additional public comments.

V. **REVIEW OF FEBRUARY 10, 2025 MINUTES.** No changes were recommended for the Board of Trustees to consider.

VI. **REGULAR BUSINESS.**

1. Different days of meeting and times suggested. No action.
2. Future Meetings: To Be Determined in 2026, but will meet at least in September of 2026. No action.

VII. **ADJOURN.** At 5:46 p.m. Chair Berg motioned to adjourn and seconded by McCracken. Motion carried.

Signed: _____


Bradley J. Hanson, Village Administrator-Clerk-Deputy Treasurer