

MINUTES

PLAN COMMISSION

TOWN OF SCOTT BROWN COUNTY, WISCONSIN
June 19, 2025 at 5:00 P.M.

1. Call to order/Roll Call.

Meeting was called to order by Cari Langenberg at 5:02 pm. Attendees: Cari Langenberg, , Paul Vanden Plas, Steve Janquart, Al Herrman. Staff: Economic Development Coordinator/Planner Dave Cerny. Excused: Gerald Hruska and Mike Van Lanen. Others in attendance: Town Board Supervisor Kurt Baenen. In attendance for specific Agenda Items: Elizabeth Buhr and Hanxiao Wang for Item 3.

The meeting was posted on 6-16-2025 at the front door of the Town Hall and on the website.

2. Approve Plan Commission Minutes of March 20, 2025 Meeting.

MOTION: Erin Lemoine/ Steve Janquart to approve the minutes of 3-20-25 Plan Commission Meeting.
All in favor. Motion Carried.

3. Review/Take Action on a Short-Term Rental Application for 3762 Nicolet Drive.

From Staff Report: New Short-Term Rental application for 3762 Nicolet Dr. Application is complete, Department of Revenue Permit has been issued and inspection has been completed by both the Town and Brown County Health, all is in order.

Staff Recommendation: *Recommend approval as submitted.*

Brief discussion on the property location and occupancy calculations.

Moved by Erin Lemoine, seconded by Steve Janquart to approve the Permit for a Short-Term Rental for 3762 Nicolet Dr. as recommended. All in favor. Motion Carried.

4. Review/Take Action on renewal of Short-Term Rental Applications.

From Staff Report: This is an update from the March Plan Commission Meetings when the Short-Term Rentals were approved with contingencies.

- 1) DKRK – 2453 Bay Settlement Road:** All fees are paid, inspections completed.
Recommend final approval.
- 2) David Wortman – 3647 Point Lane:** All fees are paid, inspections completed.
Recommend final approval.
- 3) Rey-Rey Properties – 3765 Grove Road:** All fees are paid, inspections completed.
Recommend final approval.
- 4) Edgewater Beach Enterprises – 4913 Edgewater Beach Road:** All fees are paid, inspections completed. **Recommend final approval.**
- 5) Dawn Kwansy – 4967 Edgewater Beach Road:** All fees are paid, inspections completed. **Recommend final approval.**

6) Jay Schilling – 4399 Anapaula Lane: All fees are paid, inspections completed.

Recommend final approval.

**A complaint has been filed by the neighbors against this property. The Town Board will be reviewing the issue and determine if an official warning will be issued.*

Moved by Vanden Plas / Lemoine to approve the 6 Short Term Licenses as recommended.
All in favor. Motion Carried.

5. Annual Review for a Home-Based Business located at 2731-33 Bay Settlement Rd.

Cerny explained that over the past year staff has been asked by a few (2) neighbors about the Home-Based Business. The Fire Department has completed inspections without issue. He stated that he was given a tour of the property; the rooms have been painted and floors updated but no structural changes have been made. The business is primarily on-line, run by the Doctor/owner. In the building they offer holistic medical care; meaning that there are occasional patients being seen on-site.

Brief discussion on the type of care provided.

Moved by Lemoine / Janquart, to approve the renewal of the Home-Based Business Permit for 2731-33 Bay Settlement Rd. All in favor. Motion Carried.

6. Communications:

- Discussion on the Comprehensive Plan and tasks involved.
- Discussion on reviewing and updating the Short-Term Rental Ordinance.
- Solar Farm Ordinance needs to be completed.

7. Next meeting. Regular Monthly Plan Commission Meeting is scheduled for July 17, 2025 at 5pm, if needed.

8. Adjourn.

MOTION Lemoine/Langenberg to adjourn. All in favor. Motion Carried. Meeting Adjourned at 5:36 pm.

Respectfully submitted,

David P. Cerny

Dave Cerny, Economic Development Coordinator, Town of Scott