

MEETING MINUTES

Town of Spider Lake Plan and Review Commission Meeting July 2, 2025

1. The meeting was called to Order by Chair Delaney at 6:00 pm. Present were P&RC Chair Delaney, Commissioners Johnson, Capes, Tumbleson, Alternate Victoria Ross and ZA Gardner.
2. **Motion to approve the Agenda by Johnson, seconded by Tumbleson.** All in favor; motion carried.
3. Pledge of Allegiance
4. **Motion to approve the Minutes of the June 4, 2025 P&RC Meeting made by Johnson, seconded by Capes.** All in favor; motion carried.
5. Final Town Subdivision Plat Review – Spider Lake Properties LLC parcels (9 parcels):
Discussion – Following the Preliminary Plat review, the Outlot (remainder) of the parcel to the west of lots 6 through 9 has been labeled. The Plat has been reviewed and endorsed by the County Surveyor Chris Gregory and some minor corrections made to satisfy state requirements. Lastly, the private road name (Hermosa Drive) has also been added to the Final Plat. **Motion to recommend the Final Town Subdivision Plat to the Town Board made by Johnson, seconded by Tumbleson.** All in favor; motion carried.
6. Zoning Administrator's Report
ZA Gardner reported that inquiries have been numerous and in keeping with historic summer activity. He again indicated that information on the website has been useful to owners as they plan their projects.
 - a. Permit review and action:
 - i. LUP 25-19 Frick – Dwelling Addition
Motion to approve made by Johnson, seconded by Tumbleson. All in favor; motion carried.
 - ii. LUP 25-20 Damisch – Dwelling Addition
Motion to approve made by Ross, seconded by Johnson. All in favor; motion carried.
 - iii. LUP 25-21 Woodward North LLC/Martin – Accessory Bldgs/patio
Motion to approve made by Johnson, seconded by Tumbleson. All in favor; motion carried.
 - iv. DM 25-04 Woodward North LLC/Martin – Demo gazebo
Motion to approve made by Johnson, seconded by Tumbleson. All in favor; motion carried.

- v. LUP 25-22 Adson – Accessory Bldg – Garage
Motion to approve made by Johnson, seconded by Tumbleson. All in favor; motion carried.
 - vi. DM 25-05 Adson – Demo screened patio
Motion to approve made by Johnson, seconded by Tumbleson. All in favor; motion carried.
7. Update status of Land Use Ordinance 17-88
Delaney reported that the Town is exploring the best approach for an update to the Ordinance. Johnson shared that the current Town counsel is unlikely to have time/space to accommodate this activity, so a search has begun to find qualified support for the process.
8. Reminder Push Notices – schedule and topics
Discussion: The Town has not sent reminders to the community thus far, and Delaney posed the question of whether some of the “summer” themed reminders should be sent. Agreement that this was a reasonable approach, so a reminder will be sent regarding Outdoor Lighting and Shoreland Vegetation. Flyers will also be made available at the Transfer Station. Ross suggested adding a reminder on Private Road and Driveway requirements for Emergency Service access (clearance 12’ wide and 14’ high).
9. Any other business: Delaney shared that the Secretary to the P&RC (Sandy & Trisha Principe) has notified the Town that they will be unable to continue in the role due to unforeseen circumstances. They will be sorely missed, and we appreciate their participation.
10. Motion to adjourn made by Johnson, seconded by Tumbleson. Meeting concluded at 7:20 pm.

Respectfully submitted,

Sarah Delaney
Chair, Plan and Review Commission
July 9, 2025