

MEETING MINUTES

Town of Spider Lake Plan and Review Commission Meeting September 3, 2025

1. The meeting was Called to Order by Chair Delaney at 6:00 pm. Present were P&RC Chair Delaney, Commissioners Johnson, Capes, Becker and ZA Gardner. Commissioner Tumbleson was unable to attend and a quorum was present.
2. **Motion to approve the Agenda by Becker, seconded by Johnson.** All in favor; motion carried.
3. Pledge of Allegiance
4. **Motion to approve the Minutes of the August 6, 2025 P&RC Meeting made by Johnson, seconded by Capes.** All in favor; motion carried.
5. CSM Review: Thomas Larson
Discussion- The owner proposes to combine two owned parcels into one (tax id 29934, 5.269 ac and tax id 45060, 11.197 ac), totaling 16.90 acres. As the two parcels have different zone districts (F-1 and RR-1), the newly combined parcel will continue with both designations. The proposed combined parcel satisfies the minimum ordinance requirements. **Motion to recommend the Larson CSM to the Town Board made by Johnson, seconded by Becker.** All in favor; motion carried.
6. Zoning Administrator's Report
ZA Gardner indicated that inquiries and consultation activity was high during August; many contacts came from prospective buyers. He does not see that activity diminishing in the near future.

Gardner reported on a site visit to LUP 25-19 following neighbor concerns. Follow up contacts included the owner, agent and Boss Inspections regarding potential issues with the plan to install a manufactured unit that is unlikely to meet Uniform Dwelling Code requirements.
 - a. Permit review and action:
 - i. LUP 25-26 Sulko – Accessory Building – Garage
Application contained some gaps in information and measurements. **Motion to conditionally approve pending receipt of updated measurements and sanitary permit made by Johnson, seconded by Becker.** All in favor; motion carried.

- ii. LUP 25-27 Moylan – Roof Structure Alteration
Building footprint is unchanged and roof overhang extended. All setbacks met. **Motion to approve made by Becker, seconded by Capes.** All in favor; motion carried.
- 7. Comprehensive Plan - Action List Review ahead of fall budget cycle
Implementation Plan Action items assigned to the P&RC were reviewed. The update/refresh of Land Use Ordinance 17-88 encompasses many of the specific action items, and will be a priority in the coming year.
- 8. Update status of Land Use Ordinance 17-88
Chair Delaney indicated that initial contact has been made with legal and municipal zoning expertise. The Town is awaiting a proposal for scope of work, timeline and cost estimates for budgeting purposes.
- 9. There was no other business coming before the Commission for Discussion;
Motion to adjourn made by Johnson, seconded by Becker. All in favor; motion carried. Meeting concluded at 7:30 pm.

Respectfully submitted,

Sarah Delaney
Chair, Plan and Review Commission
September 7, 2025

Town of Spider Lake

Zoning Report

September 2025

Date	Permit#	Name	Address	Description	Construction Cost	Total Sq Ft	Fee
9/2		Kenney	Boos Lake	Inquiry regarding parcel – set meeting			
9/3		Peterson	5140 Hwy 77	Pre purchase inquiry 5140 Hwy 77			
9/3,11		Greg Alcoe	Ole Lake	Lot size requirements to divide TID 30505			
9/3	LUP 25-19	Frick		Contacted Boss Inspections for update – no action			
9/4	LUP 25-27	Moylan		Contacted regarding permit approval			
9/4	LUP 25-26	Sulko		Phoned him regarding conditional approval - issues			
9/4	LUP 25-26	Richards		Mailed him LUP application form to update			
9/6,11		Liz Alcoe	Ole Lake	Phoned regarding dividing TID 30505			
9/9,11		Coulter	TID 31290	Inquiry regarding placing sign on parcel along Hwy 77			
9/11		Littfin Design	TID 30348	Inquiry regarding ordinance requirements			
9/11		Urban	TID 30348	Inquiry regarding ordinance, estate settlement, pe sale options			
9/15		Minge		Phoned him regarding LUP & CSM issues			
9/16		Hulmburg / Crosby	11093 Allan Rd	Inquiry regarding cabin addition			
9/17		Minge		Hill Construction inquiry regarding LUP & CUP			

9/18		Sawyer County Zoning		Reported complaint received regarding activity at Reel Livin Resort & Campground			
9/19		Kenney		Met with Kenney's at Town Hall to discuss options and procedures			
9/19		Kroll		Site Visit: Reel Livin Resort. Spoke with Elise regarding activity & plans			
9/22	LUP 25- 26	Sulko		Inquiry regarding permits & fees			
9/23		Minge		Reviewed revised application, sent Hill Construction changes and CUP application			
9/23, 24		Kroll		Reel Livin Resort & Campground, Message exchange, spoke w/ Kevin regarding activity & plans. Provided CUP & LUP application forms			
9/23		Minge		Spoke with Erik regarding plans and permit processes, timelines			
9/25		Suzan		Inquiry regarding lot setbacks, provided ordinance dimensions			
9/26		Hallquist		Inquiry regarding camper restrictions, provided ordinance 6.7 reference			
9/26		Goold	Spider Lake Properties	Contacted regarding outstanding CSM payment clarification			
9/26		Suzan	Larson	Contacted regarding outstanding CSM payment clarification			



SAWYER COUNTY ZONING & CONSERVATION DEPARTMENT

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Summary to Towns for proposed Ordinance Amendment for "camping cabins" in licensed campgrounds (OPTION F)

In light of many Towns submitting resolutions of disapproval back to the County Clerk for the proposed Campground Ordinance Amendment the Sawyer County Board of Supervisors remanded the decision back to the Sawyer County Zoning Committee. At the last Zoning Committee meeting it was voted to send a poll out to the Town as to what percentage of combined "park model trailers" and "camping cabins" should be allowed within licensed campgrounds based on the total permitted number of sites.

Included with this summary letter is a poll in which the Zoning Committee would like the Towns to discuss, vote on, and send back to the Sawyer County Zoning & Conservation Department to be further discussed as part of a new "Public Hearing" on the matter to occur Friday, October 17th at 8:30AM in the Sawyer County Board Room.

I know this process for this ordinance amendment has been ongoing for a while but it seems that the percentage limitation is the last element to finalize. If you remember back to previously sent summaries to the Town, it was discovered that the original 30% limitation was never properly adopted back in 2016/2017. Currently, there would be no percentage limitation on park models or camping cabins in licensed campgrounds within the Sawyer County Zoning Ordinances. I believe that is why this particular percentage limitation discussion is creating issues and different opinions. That is why the poll is structured as 30%, 50%, and 100%.

Town Clerks, please add this summary letter and poll option onto your October Town Board Agendas. Please contact me if you have any additional questions or concerns.

Thank you,

Jay Kozlowski
Sawyer County Zoning & Conservation Administrator

Town of _____
Town Poll

Proposal of 3 Options for combined amount of Park Model Trailers and
Camping Cabins as per number of sites.

30% _____ 50% _____ 100% _____

Chairman

Supervisor

Supervisor

Supervisor

Supervisor

Please Provide Additional Comments for Your Decision:

Dated this _____ day of _____, 20_____

Clerk