

**Town of Three Lakes Plan Commission
Regular Meeting Minutes
January 27, 2026 – 5:30 p.m.**

Meeting called to order at 5:30 p.m. by Chairman Hegeman. Commissioners present: Karl Koenig, Don Meeder, Ryan Miller, Matt Olkowski and Adam Urban. Absent: none. Plan Commission Secretary Kelly Strauss recorded the minutes.

Secretary Strauss reported on the agenda posting in accordance with WI Open Meeting Law. Quorum of Commissioners (6 of 7) was established.

Motion by Olkowski (Urban) to approve the agenda in any order the Chairman sees fit. Motion carried. 6:0

Motion by Olkowski (Urban) to approve the regular meeting minutes of October 28, 2025 as presented. Motion carried. 6:0.

Discussion took place on the administrative review permit application by Kristine Rau, applicant, and owner, to rent the dwelling as a tourist rooming house for less than thirty (30) consecutive days at 7336 Hwy 45 & 32. Motion by Hegeman (Miller) to recommend approval for the administrative review permit as presented in item #5. Motion carried. 6:0.

Discussion took place on the preliminary four (4) lot certified survey map of lands owned by the Mark Miller Revocable Trust, and submitted by Maines & Associates for vacant property TL-284. Greg Maines was in attendance and provided an updated driveway maintenance agreement. Commissioner Olkowski suggested adding a notation to documentation that the Town of Three Lakes is not liable. Motion by Olkowski (Meeder) to recommend approval to the Town Board of the preliminary four (4) lot certified survey map of lands owned by Mark Miller Revocable Trust as submitted by Maines & Associates as presented before us tonight, with the simple addition of language that clearly releases the Town of Three Lakes from any obligations or liability as we discussed. Motion carried. 6:0.

Chairman Hegeman noted there were three (3) directives given to the Plan Commission from the Town Board, with the first regarding creating a Tax Incremental District (TID). Jacqui Sharpe was in attendance, and she noted she and Town Chairman Roger Brisk recently spoke before the Ways and Means Committee on the submitted bill regarding the exemption they are seeking. She explained that TIF (Tax Incremental Financing) and TID (Tax Incremental District) are used interchangeably, with TIF being the mechanism and TID being the mapped boundary and gave a summary of how the program would hypothetically work for the hotel and workforce housing project in this multi-use TID. Discussion took place between the Commissioners and Jacqui. Motion by Meeder (Urban) that after the discussion, the Plan Commission generally approves the concept of a TIF; we're waiting for more details, and in general, we're supportive of moving forward. Motion carried. 6:0.

Chairman Hegeman opened discussion on the request from the Three Lakes School District for angled parking on E. School Street. A representative from the school's project was not in attendance. Public Works Superintendent, Josh Paetow, was in attendance who noted he will reach out to their engineer regarding this project, and have Mark Barden assist with reviewing their documents. Motion by Hegeman (Olkowski) to postpone any decision on this topic until the questions that Josh and Mark Barden have regarding the bullet points presented including a plan sheet, a demo plan, grading plan, storm sewer plan, any additional impervious surface, and details for storm sewer and any other appropriate required details and information. Motion carried. 6:0.

Chairman Hegeman opened discussion on the request from Oneida County Planning and Zoning for input on off-street parking /loading space. Motion by Hegeman (Miller) to move the Oneida County Planning and Zoning request for input on off-street parking and loading space to the town board noting the Plan Commission saw no need for change. Motion carried. 6:0.

Jacqui Sharpe updated the Commissioners on the recent change by the County of removing the minimum six (6) day stay for short-term rentals.

Secretary Strauss updated the Commissioners the Veterans Committee is working on verifying the first round of names to be etched on the wall; two large donations came in this month (\$20,000.00 from the Foate Family Charitable Fund; and \$5,150.00 from the Three Lakes Community Foundation of assorted donations throughout the past year)

Chairman Hegeman noted he did not have any updates from the Natural Resources sub-committee, but noted they went overbudget in 2025 with buckthorn removal.

Public comments were heard; no future agenda items were mentioned.

Motion by Olkowski (Urban) to adjourn at 6:50 p.m. Motion carried. 6:0

Plan Commission Secretary
Kelly Strauss