

**Plan Commission Regular Meeting
Minutes of January 13, 2026**

Donald Kern called the Public Hearing to order at 6:00 p.m. Present at the village hall was Laine Belter, Donald Kern, Jessica Plourde, Kim Putz, and Dan Vanasse. Brenda Forrest joined the meeting via zoom. Dave Wolner arrived at the village hall at 6:08 pm.

Kern closed the Public Hearing at 6:02 p.m.

Kern opened the regular meeting at 6:02 p.m.

PUBLIC COMMENT

No one from the public spoke.

MINUTES

Motion by Plourde, second by Putz to approve the minutes of the December 2, 2025 meeting.
Motion carried unanimously.

NEW BUSINESS

Conditional Use Permit Application to allow construction of an addition to an office building in an Industrial Zoning District located at 285 La Grandeur Road, parcel # 181-1045-10-600. Applicant/Landowner: Taylar McCarthy/Al Wittstock, AKW Properties LLC, DBA Wittstock Builders

Al Wittstock stated that Wittstock Builders plans to expand its existing office building to accommodate a design studio. The expansion will not result in additional employees or increased traffic. All site access will remain unchanged, and no new driveways are proposed.

Motion by Belter, second by Vanasse to approve the Conditional Use Permit to allow construction of an addition to an office building in an Industrial Zoning District located at 285 La Grandeur Road, parcel # 181-1045-10-600. Applicant/Landowner: Taylar McCarthy/Al Wittstock, AKW Properties LLC, DBA Wittstock Builders with the following conditions:

- 1) All outside storage of materials adjacent to commercial or residential must be contained in the fenced area with stored material not to exceed the fence height.
- 2) No storage of hazardous materials.
- 3) Must comply with all local, state and federal laws and regulations.
- 4) The Village of Somerset has the right to revoke the conditional use permit if the conditions are not met.
- 5) No alteration of a conditional use shall be permitted unless approved by the Village Board, upon the recommendation of the Plan Commission.

Motion carried unanimously.

Conditional Use Permit Application to allow for a veterinary hospital and/or clinic in a Highway Commercial (C2) District located at 105 Depot Street, parcel # 181-1021-40-000. Applicant: Elizabeth Mathe, Kindred Soul Veterinary Services. Landowner: Steve Vanasse

Dr. Krista Walkowiak, DVM, reviewed the business plan with the commission. No changes are proposed to the existing building, and the current front door will remain the primary entrance. The practice will operate primarily as a mobile clinic, with on-site clinic use occurring approximately 15% of the time. Most services will be provided through farm calls, with the building used for procedures that cannot be performed in the field and for equipment storage.

Motion by Wolner, second by Belter to approve the Conditional Use Permit to allow a veterinary hospital and/or clinic in a Highway Commercial (C2) District located at 105 Depot Street, parcel # 181-1021-40-000. Applicant: Elizabeth Mathe, Kindred Soul Veterinary Services, with the following conditions:

- 1) Hours of operation – Sunday through Saturday, 9am – 5pm
- 2) House is not to be used as a residence
- 3) Must comply with all local, state and federal laws and regulations
- 4) No outdoor storage of veterinarian supplies, including kennels.
- 5) No boarding or overnight housing of animals
- 6) Provide adequate on-site parking for staff and customers
- 7) Review in 1-year to monitor growth/expansion of clinic
- 8) The Village of Somerset has the right to revoke the conditional use permit if the conditions are not met.
- 9) No alteration of a conditional use shall be permitted unless approved by the Village Board, upon the recommendation of the Plan Commission.

Motion carried unanimously.

ADJOURN

Motion by Belter, second by Plourde to adjourn. Motion carried unanimously. The meeting adjourned at 6:28 pm.

Jessica Lehman, Village Clerk

(Minutes are not official until approved at next meeting)

APPLICATION TO REZONE
APPLICATION FEE \$ 250.00



Home of the Apple River

APPLICANT'S NAME: Preferred Builders Inc

APPLICANT'S ADDRESS: 494 Lagrandeur Rd Somerset

PHONE: [REDACTED] EMAIL: [REDACTED]

Parcel number and legal description of property for which you wish to rezone: _____

181-1045-01-100
Sec 36 T31N R19W PT NE NW AND 2070321090 60000

Current zoning of property: G-2 Industrial

What are you requesting to rezone property as: Commercial B-1

What is the present use of the property you wish to rezone (including buildings):
Construction and Land Dev Company

What is the principal use of all the properties within 300 feet of the land you wish rezoned:
Warehouse

For what purpose will the property be used if rezoned as requested:
Construction and Land Dev
and auto Dealership

Submit to P.O. Box 356, Somerset, WI 54025: with application fee of \$250.00, two (2) copies of the application and any attachments with the Village Clerk, who will present them to the Village Planning Commission for public hearing and recommendation to the Village Board.

I have completed this application to the best of my knowledge, and believe the information herein to be true and correct. I submit that the Rezone request will not be detrimental to the general public interest and purpose of the Zoning Ordinances of the Village of Somerset.

[Signature]
Signature of Applicant

12/22/25
Date

pd 12/22/25
Rec. 108372

Authorization: The Village Board, acting under the power given it under Zoning Ordinances of the Village of Somerset do hereby:

_____ Accept your application for Rezone

_____ Reject your application for Rezone

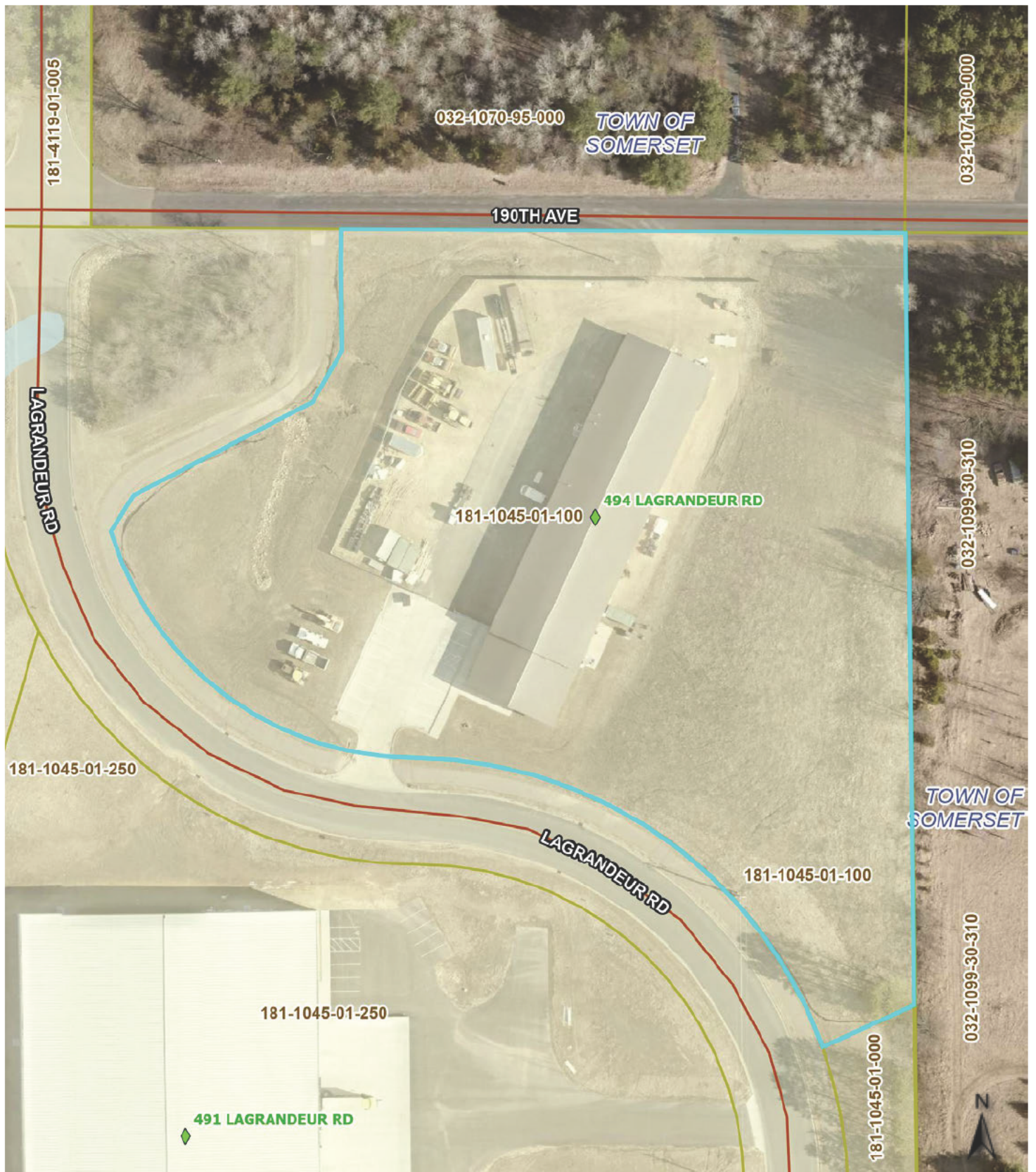
John Melvin, President

Date

181-1045-01-100 - Preferred Builders

Created by: null

Rezone Application





REZONE APPLICATION
\$250.00 FEE

Submit completed application, application fee (if applicable), and two (2) copies of the application and attachments to:

Village Clerk, Village of Somerset - PO Box 356 Somerset WI 54025

The Village Clerk will present them to the *Village Planning Commission* for a public hearing and recommendation to the *Village Board*.

APPLICANT NAME Mark Vanasse

APPLICANT ADDRESS 1488 23rd St., Houlton, WI 54082

PHONE [REDACTED] EMAIL [REDACTED]

PARCEL NUMBER AND LEGAL DESCRIPTION OF PROPERTY YOU WISH TO REZONE 181-1001-70-040

CURRENT ZONING OF PROPERTY Agriculture

WHAT ARE YOU REQUESTING TO REZONE PROPERTY AS R-3 Residential

What is the present use of the proper - Agriculture

Mark Vanasse
SIGNATURE OF APPLICANT

1/8/2024
DATE SIGNED

Authorization: The Village Board, acting under the power given it under Zoning Ordinances of the Village of Somerset do hereby:

_____ Accept your application

_____ Reject your application

SIGNATURE OF VILLAGE PRESIDENT

DATE SIGNED

Rec'd 1/9/24
Rec. 108638



PLAN COMMISSION APPLICATION

Submit completed application, application fee (if applicable), and two (2) copies of the application and attachments to:

Village Clerk, Village of Somerset - PO Box 356 Somerset WI 54025

The Village Clerk will present them to the *Village Planning Commission* for a public hearing and recommendation to the *Village Board*. The Village Clerk will issue a **CONDITIONAL USE PERMIT** if your application is granted.

APPLICANT NAME Mark Vanasse
APPLICANT ADDRESS 1488 Bid St., Aoulton, WI 54082
PHONE [REDACTED] EMAIL [REDACTED]
LOT SIZE: FRONTAGE 927' DEPTH 435' TOTAL SQ FT 12.74 acres
PARCEL NUMBER AND LEGAL DESCRIPTION OF PROPERTY 101-1001-70-040

- ☒ **REZONING** - Complete Application to Rezone (Fee \$250.00)
- ☐ **CONDITIONAL USE PERMIT** - Complete Conditional Use Permit Application (Fee \$250.00)
- ☐ **REPLAT OF LAND** - Attach survey of parcels to be replated. Refer to Section 14 Article D - Plat Review and approval and Article E - Technical Requirements for Plats and Certified Surveys. (Fee - see Sec. 14.1.90) There is a \$200.00 deposit required.
- ☐ **EXTRA TERRITORIAL PLAT REVIEW** - Attach survey of parcels. Refer to Section 14-1-20(b) for application fee - one hundred dollars (\$100.00) for each review of an extra-territorial plat that comes before the Plan Commission and an additional fee of ten dollars (\$10.00) per lot for plats of five (5) or more lots.
- ☐ **SITE PLAN REVIEW** - Complete Application and review Site Plan Checklist

I have completed this application to the best of my knowledge and believe the information herein to be true and correct. I submit that the request will not be detrimental to the general public interest and purpose of the Zoning Ordinances of the Village of Somerset.

Mark Vanasse
SIGNATURE OF APPLICANT

1/5/2026
DATE SIGNED

Authorization: The Village Board, acting under the power given it under Zoning Ordinances of the Village of Somerset do hereby:

_____ Accept your application

_____ Reject your application

SIGNATURE OF VILLAGE PRESIDENT

DATE SIGNED

181-1001-70-040 - M. Vanasse

Created by: null

Rezone Application

