

CITY OF MENOMONIE
Plan Commission Meeting
Monday – January 27, 2025

7:00 PM

Menomonie City Hall – 1st Floor
City Council Chambers
800 Wilson Ave.

Agenda

1. **Roll Call**
2. **Approval of Minutes – December 9, 2024**
3. **Public Comments**
4. **Items of Discussion**
 - A. Sue Thornton's Proposed Certified Survey Map on Park Circle.
 - B. ConAgra's Proposed Certified Survey Map on Wilson Avenue West.
 - C. 2024 Building Permit Review.
 - D. Any other items.
5. **Adjourn**

Notice is hereby given that members of the Plan Commission and/or Common Council may be present at the foregoing meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Plan Commission and/or Common Council pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis.2d 553, 494 N.W.2d 408 (1993) and must be noticed as such, although the Common Council will not take any formal action at this meeting.

NOTE: UPON REASONABLE NOTICE, EFFORTS WILL BE MADE TO ACCOMMODATE INDIVIDUALS WITH DISABILITIES.
FOR ADDITIONAL INFORMATION OR TO REQUEST THE SERVICE, CONTACT THE CITY CLERK OR THE CITY ADMINISTRATOR AT 715 232-2221.

Plan Commission Meeting Minutes

Chairman Luther called the Plan Commission Meeting to order in the City Hall Council Chambers on Monday, December 9, 2024, at 7:00 p.m.

1. Roll Call: Jeff Luther, Dennis Kropp, Dick Martinson, Steve Lindberg, Steve Cook, and Cody Gentz. Mark Kalscheur was absent. Others Present: Schofield, and Sedlacek
2. Approval of Minutes: Cook motioned approval of the October 28, 2024, Plan Commission minutes with a second by Lindberg. Motion carried.
3. Public Comments: Sedlacek introduced herself and spoke in favor of the Hetke CSM.
4. Items of Discussion:
 - a. Luther asked Schofield to present the Hetke CSM item. Schofield explained that Jason Hetke had constructed the common wall of the twin home offset from the common property line. Therefore the common property line needs to be relocated to match the common wall. Schofield noted that the “dog ear” at the north property line was needed to comply with minimum lot size requirements. Martinson moved to approve Jason Hetke’s certified survey map on Brickyard Road. Seconded by Cook. Motion carried.
 - b. Schofield presented the Tourist Oriented Directional Signs (TODS) item. Martinson asked if other property owners could have TODS signs. Schofield indicated that they could if they meet all of the requirements of the TODS program. Schofield noted that off-premises signs are not allowed, except for TODS. A motion to approve the TODS as presented was made by Lindberg, seconded by Cook. Motion carried.
 - c. Schofield advised the next regularly scheduled Plan Commission meeting was set for 7:00 p.m. on January 27, 2025.
5. Cook motioned to adjourn with a second by Martinson. Motion carried.

Minutes Recorded by David Schofield

DUNN COUNTY CERTIFIED SURVEY MAP NO. _____

RECORDED IN VOL. _____ OF CERTIFIED SURVEY MAPS PAGE _____

ALL OF LOT 1, PART OF LOT 2, AND THE SOUTH 1/2 OF LOT 4, BLOCK 1,
LAKEVIEW ADDITION TO CITY OF MENOMONIE, LOCATED IN THE
SE 1/4 - NE 1/4, SECTION 26, T28N, R13W, CITY OF MENOMONIE,
DUNN COUNTY, WISCONSIN.

THE RECORDING OF A CERTIFIED SURVEY MAP DOES NOT TRANSFER OWNERSHIP. DEEDS
MUST ALSO BE EXECUTED TO COMPLETE THIS LAND DIVISION.

APPROXIMATE ORDINARY HIGH WATER MARK IS SHOWN FOR REFERENCE ONLY.

PUBLIC TRUST NOTE: ANY LAND BELOW THE ORDINARY HIGH WATER MARK OF A LAKE
OR NAVIGABLE STREAM IS SUBJECT TO THE PUBLIC TRUST IN NAVIGABLE WATERS THAT
IS ESTABLISHED UNDER ARTICLE IX, SECTION 1, OF THE STATE CONSTITUTION.

BASIS OF EXISTING RIGHT-OF-WAY SHOWN ON MOS L-279 AND
TPP 7600-01-24, DOC 652749.

FIELD SURVEY COMPLETED: 12/18/2024

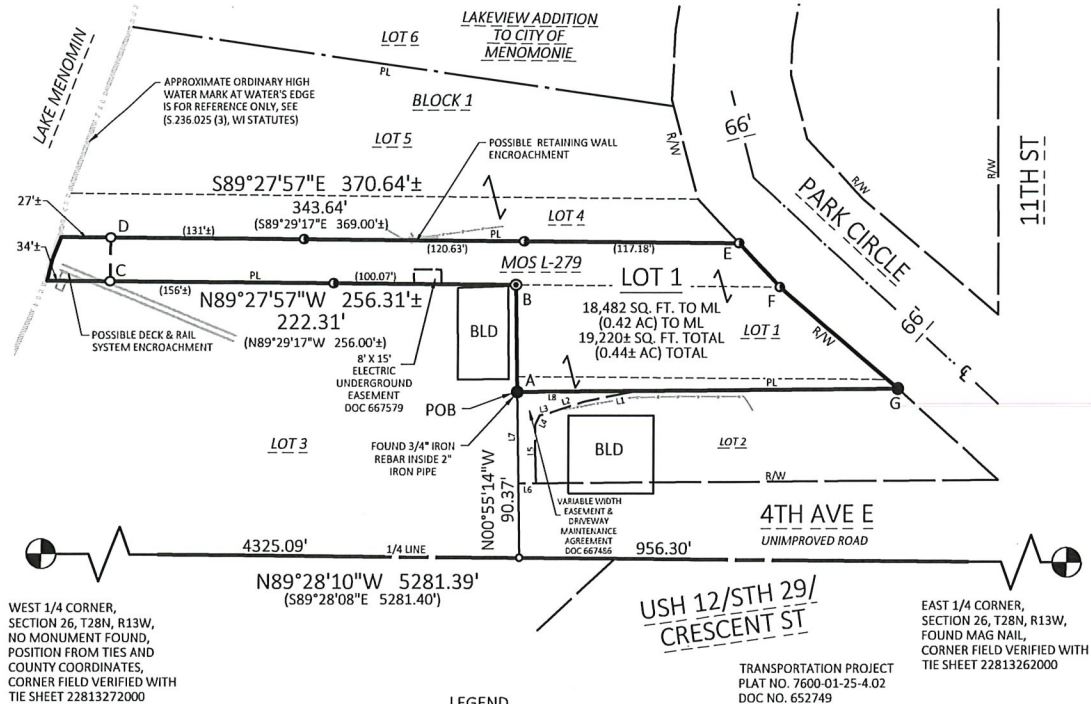
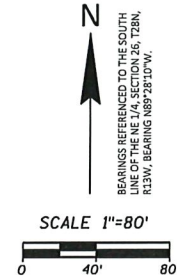
NO EXISTING BUILDINGS ON SITE

Preliminary

01/10/2025 3:33:57 PM

EASEMENT & DRIVEWAY MAINTENANCE AGREEMENT PER PAGE 2 DOC #667486		
LINE	DIRECTION	DISTANCE
L1	S 78° 39' 27" W	29.11'
L2	S 72° 10' 18" W	22.79'
L3	S 79° 30' 07" W	3.18'
L4	S 27° 26' 06" W	5.64'
L5	S 00° 56' 50" E	31.94'
L6	N 89° 51' 37" W	9.49'
L7	N 00° 56' 50" W	49.69'
L8	N 89° 32' 59" E	65.75'

COURSE TABLE		
POINTS	DIRECTION	DISTANCE
A-B	N 00° 55' 14" W (N 01° 00' 13" W)	58.32' (58.32')
C-D	N 00° 32' 03" E	23.83'
E-F	S 43° 06' 45" E (S 43° 04' 28" E)	32.93' (32.85')
F-G	S 49° 34' 28" E (S 49° 36' 10" E)	85.51' (85.47')
G-A	S 89° 34' 58" W (S 89° 32' 59" W)	208.22' (208.17')



LEGEND

- ...SET 3/4" X 18" IRON REBAR (WEIGHING 1.502 LBS/LF)
- ...FOUND 3/4" IRON REBAR
- ...FOUND 1" OD IRON PIPE
- ...FOUND 2" OD IRON PIPE
- ...GOVERNMENT CORNER MONUMENT (AS NOTED)
- ...COMPUTED POINT
- (I) ...RECORDED AS
- AC ...ACRES
- BLD ...BUILDING
- REBAR ...REINFORCING BAR
- R/W ...RIGHT-OF-WAY
- LF ...LINEAR FOOT
- POB ...POINT OF BEGINNING
- DOC ...DOCUMENT
- T28N ...TOWNSHIP NORTH
- R13W ...RANGE WEST
- VOL ...VOLUME
- PG ...PAGE
- SQ. FT. ...SQUARE FEET
- OD ...OUTSIDE DIAMETER
- LBS ...POUNDS
- # ...NUMBER
- MOS ...MAP OF SURVEY CENTERLINE
- 1/4 LINE
- 1/16 LINE
- PROPERTY LINE
- LOT LINE
- CENTER LINE
- R/W LINE
- FENCE
- RAIL
- EASEMENT

cbs²
ENGINEERS - SURVEYORS - ARCHITECTS
770 TECHNOLOGY WAY
CHIPPEWA FALLS, WI 54729
PHONE: 715.861.5226
www.cbssquaredinc.com

PREPARED FOR:
SUSAN THORNTON
230 11TH ST E.
MENOMONIE, WI 54751

PREPARED BY:
NEIL C. BOWE, PLS 2827
CBS² INC.
770 TECHNOLOGY WAY
CHIPPEWA FALLS, WI 54729

DUNN COUNTY CERTIFIED SURVEY MAP NO. _____
RECORDED IN VOL. _____ OF CERTIFIED SURVEY MAPS PAGE _____
ALL OF LOT 1, PART OF LOT 2 AND THE SOUTH 1/2 OF LOT 4, BLOCK 1,
LAKEVIEW ADDITION TO CITY OF MENOMONIE, LOCATED IN PART OF THE
SE 1/4 - NE 1/4, SECTION 26, T28N, R13W, CITY OF MENOMONIE,
DUNN COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, NEIL C. BOWE, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY: THAT I HAVE SURVEYED, DIVIDED AND MAPPED ALL OF LOT 1, PART OF LOT 2 AND THE SOUTH 1/2 OF LOT 4, BLOCK 1, LAKEVIEW ADDITION TO CITY OF MENOMONIE, LOCATED IN PART OF THE SE 1/4 - NE 1/4, SECTION 26, T28N, R13W, CITY OF MENOMONIE, DUNN COUNTY, WISCONSIN, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE EAST 1/4 CORNER OF SAID SECTION 26; THENCE N89°28'10"W, ALONG THE SOUTH LINE OF THE NE 1/4 OF SAID SECTION 26, A DISTANCE OF 956.30 FEET; THENCE N00°55'14"W, 90.37 FEET, TO THE POINT OF BEGINNING; THENCE CONTINUING N00°55'14"W, 58.32 FEET; THENCE N89°27'57"W, 222.31 FEET, TO A POINT BEING 34 FEET, MORE OR LESS, FROM THE WATER'S EDGE OF LAKE MENOMIN; THENCE N00°32'03"E, 23.83 FEET, TO A POINT BEING 27 FEET, MORE OR LESS, FROM SAID WATER'S EDGE OF LAKE MENOMIN; THENCE S89°27'57"E, 343.64 FEET, TO THE WESTERLY RIGHT-OF-WAY LINE OF PARK CIRCLE; THENCE S43°06'45"E, ALONG SAID WESTERLY RIGHT-OF-WAY LINE OF PARK CIRCLE, A DISTANCE OF 32.93 FEET; THENCE S49°34'28"E, CONTINUING ALONG SAID WESTERLY RIGHT-OF-WAY LINE OF PARK CIRCLE, A DISTANCE OF 85.51 FEET; THENCE S89°34'58"W, A DISTANCE OF 208.22 FEET, TO THE POINT OF BEGINNING.

INCLUDING ALL LANDS LYING BETWEEN THE MEANDER LINE AND THE WATER'S EDGE OF THE LAKE MENOMIN.

SAID PARCEL CONTAINS 19,220 SQUARE FEET (0.44 ACRES), MORE OR LESS.

SAID PARCEL CONTAINS 18,482 SQUARE FEET (0.42 ACRES) TO THE MEANDER LINE.

SUBJECT TO ALL EASEMENTS, RESTRICTIONS, RESERVATIONS, AND WATER LAWS THAT EXIST THROUGH UNRECORDED MEANS OR BY RECORD.

THAT I HAVE MADE SUCH A SURVEY AT THE DIRECTION OF SUSAN THORNTON.

THAT SUCH MAP IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARIES OF THE LAND SURVEYED AND DIVISION THEREOF.

THAT I HAVE FULLY COMPLIED WITH PROVISIONS OF s.236.34 OF THE WISCONSIN STATUTES, A-E 7 WI ADMINISTRATIVE CODE AND THE SUBDIVISION CONTROL ORDINANCE FOR THE CITY OF MENOMONIE, DUNN COUNTY IN SURVEYING, DIVIDING AND MAPPING THE SAME..

I, NEIL C. BOWE, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT THIS SURVEY IS CORRECT AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

NEIL C. BOWE, PLS
S-2827

DATE

CITY OF MENOMONIE PLANNING COMMISSION

RESOLVED, THAT THIS CERTIFIED SURVEY MAP LOCATED IN THE CITY OF MENOMONIE, IS HEREBY APPROVED BY THE PLAN COMMISSION.

SIGNATURE OF APPROVING AUTHORITY

DATE

EASEMENT & DRIVEWAY MAINTENANCE AGREEMENT

Dated this 19 day August, 2023.

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree to the following:

1. **Parties.**

GEORGE W. BREWE AND JANE M. BREWE

Owner of Parcel A (Grantor)

LADAN RAYGA, (a/k/a LADAN BREWE), and JAMES BREWE

Owner of Parcel B (Grantor)

SUSAN W. THORNTON

Owner of Parcel C (Grantee)

2. **Burdened Parcel (Parcel A) Legal Description.**

Lot 3, Block 1, of Lakeview Addition to the City of Menomonie, Dunn County, Wisconsin.

3. **Burdened Parcel (Parcel B) Legal Description.**

Lot 2, Block 1, of Lakewood Addition to the City of Menomonie, Dunn County, Wisconsin, except the North 8.3' of Block 1.

4. **Benefitted Parcel (Parcel C) Legal Description**

Lot 1 and the North 8.3' of Lot 2 and the South ½ of Lot 4, all in Block 1 of Lakeview Addition to the City of Menomonie, Dunn County, Wisconsin, EXCEPT the South 50 feet of said Lot 2.

5. **Legal Description of the Parent Parcel**

A parcel of land located in the SW-NE, Section 26, Township 28 North, Range 13 West, described as follows: The legal descriptions referred to in Numbers 2, 3 and 4 above are located in Lots 1 and 2 and the South ½ of Lot 4, all in Block 1 of Lakeview Addition to the City of Menomonie, Dunn County, Wisconsin, EXCEPT the South 50 feet of Said Lot 2, as described in Document Number 656103.

6. Easement Description.

A variable width easement for ingress and egress purposes, over and across that part of Lot 2, Block 1 of Lakeview Addition to the City of Menomonie and that part of the Northwest Quarter of the Southeast Quarter of Section 26, Township 28 North, Range 13 West, City of Menomonie, Dunn County, Wisconsin, described as follows:

Commencing at the east quarter corner of said Section 26 (bearings are referenced to the east-west quarter section line which bears South 89°28'08" East); thence North 82°20'01" West, 756.33 to the south line of a parcel as described in Document Number 656103; thence South 89°32'59" West; along the south line of said parcel, a distance of 142.42 feet to the point of beginning of the easement to be described; thence South 78°39'27" West 29.11 feet; thence South 72°10'18" West, 22.79 feet; thence South 79°30'07" West, 3.18 feet; thence South 27°26'06" West, 5.64 feet; thence South 00°56'50" East 31.94 feet to the north line of 4th Avenue; thence North 89°51'37" West, along said north line. 9.49 feet to the southwest corner of said Lot 2; thence North 00°56'50" West, along the west line of said Lot 2, a distance of 49.69 feet to the southwest corner of said parcel as described in Document Number 656103 thence North 89°32'59" East, along the south line of said parcel, a distance of 65.75 feet to the point of beginning.

7. Maintenance Agreement.

Grantors and Grantee shall be equally responsible for the maintenance, repair, and improvements, including snow removal and costs. This agreement shall apply to that portion of the driveway that Grantor and Grantee use separately for their own parcels.

8. Venue and Choice of Law.

The venue for any disputes arising out of this agreement shall be the circuit court for Dunn County and shall be governed by the laws of the State of Wisconsin.

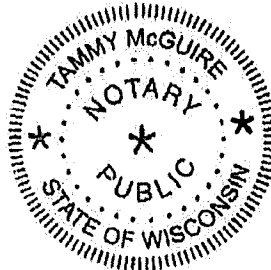
9. Attorney Fees and Cost.

The prevailing party in any dispute arising out of this agreement shall be entitled to reasonable Attorney fees.

PARCEL A OWNERS:

George W. Brewe
GEORGE W. BREWE
Jane M. Brewe
JANE M. BREWE

STATE OF WISCONSIN)
) ss:
COUNTY OF EAU CLAIRE)



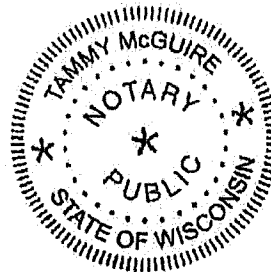
Personally came before me this 19 day of August, 2023, the above-named **GEORGE W. BREWE AND JANE M. BREWE**, to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Tammy McGuire, Notary Public
State of Wisconsin
My Commission is permanent/expires: 10/15/26

PARCEL B OWNERS:

Ladan Rayga
LADAN RAYGA (a/ka/ LADAN BREWE)
James Brewe
JAMES BREWE


STATE OF WISCONSIN)
) ss:
COUNTY OF EAU CLAIRE)

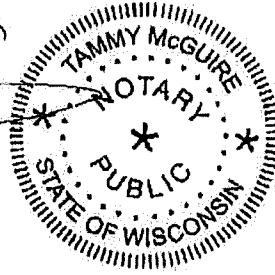


Personally came before me this 19 day of August, 2023, the above-named **LADAN RAYGA, a/ka/ LADAN BREWE, and JAMES BREWE**, to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Tammy McGuire, Notary Public
State of Wisconsin
My Commission is permanent/expires: 10/15/26

PARCEL C OWNER:


SUSAN W. THORNTON

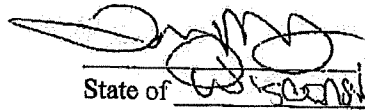


STATE OF WISCONSIN)

) ss:

COUNTY OF EAU CLAIRE)

Personally came before me this 19 day of August, 2023, the above-named SUSAN W. THORNTON, to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.



Notary Public

State of Wisconsin

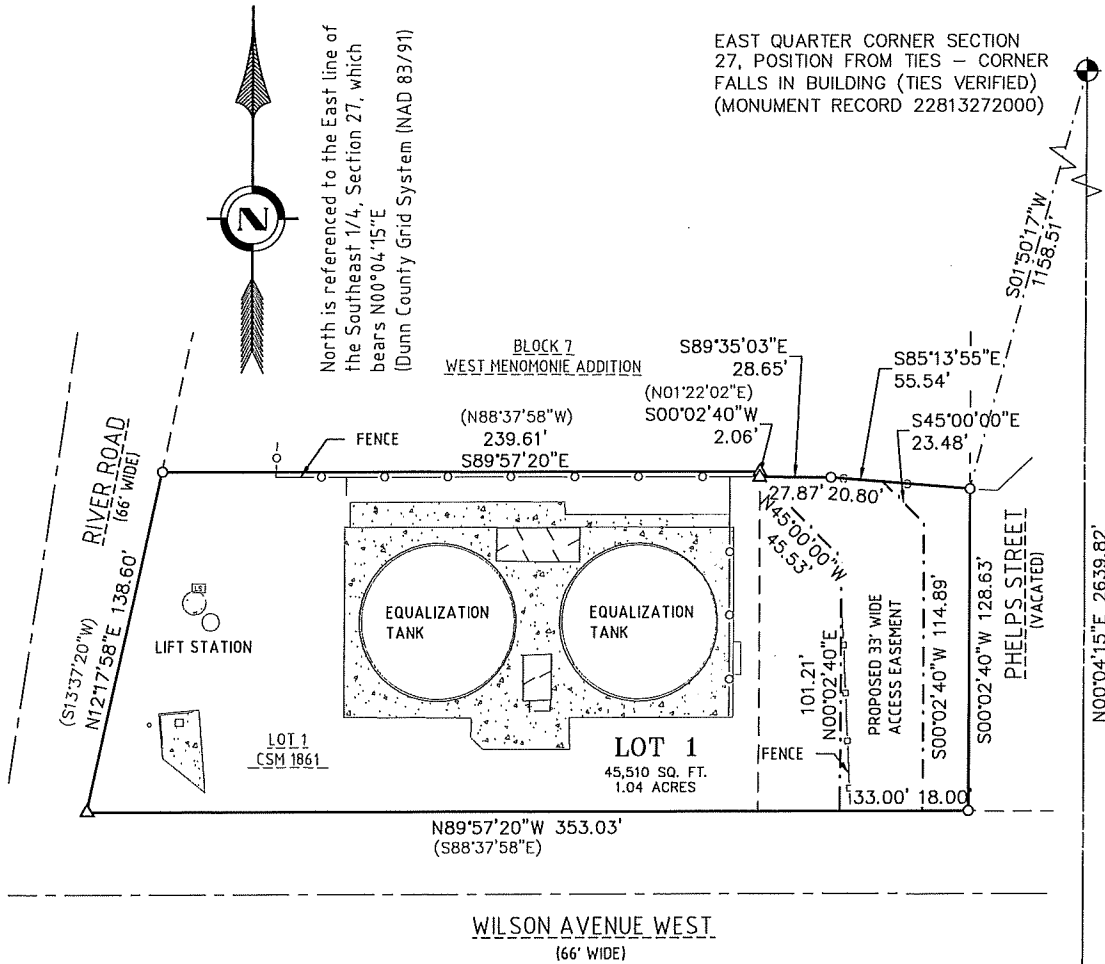
My Commission is permanent/expires 10/15/20

Drafted by:

Rick L. Pendergast
Pendergast Law Office
130 S. Barstow St., Ste. 2C
Eau Claire, WI 54701
(715) 835-8895

CERTIFIED SURVEY MAP NO. _____
VOLUME _____, PAGE _____.

LOCATED IN GOVERNMENT LOT 2, SECTION 27, TOWNSHIP 28
NORTH, RANGE 13 WEST, CITY OF MENOMONIE, DUNN COUNTY,
WISCONSIN, INCLUDING PART OF BLOCK 7 OF WEST MENOMONIE
ADDITION AND ALL OF LOT 1, CERTIFIED SURVEY MAP NO. 1861,
VOLUME 8, PAGE 11, DOCUMENT NO. 437296.



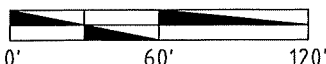
LEGEND

- Government Corner (As Noted)
- Set 3/4" x 18" Iron Rebar Weighing 1502 Pounds/Lineal Foot
- Set Steel "Survey Mark" Nail In Pavement (Monument Waiver Granted on 10/17/2024)
- Recorded Bearing/Distance

SOUTHEAST CORNER
SECTION 27, FOUND MAG
NAIL (TIES VERIFIED)

OWNER/PREPARED FOR:
CONAGRA GROCERY PROD CO.
11 CONAGRA DR., STE 11-160,
OMAHA, NEBRASKA 68102

SCALE: 1" = 60'



Dustin J. LaBlonde, PLS
Cedar Corporation
604 Wilson Avenue
Menomonie, Wisconsin 54751

12/12/2024 COMPLETION DATE OF THE FIELDWORK

SHEET 1 OF 2 SHEETS

CERTIFIED SURVEY MAP NO. _____
VOLUME _____, PAGE _____.

LOCATED IN GOVERNMENT LOT 2, SECTION 27, TOWNSHIP 28
NORTH, RANGE 13 WEST, CITY OF MENOMONIE, DUNN COUNTY,
WISCONSIN, INCLUDING PART OF BLOCK 7 OF WEST MENOMONIE
ADDITION AND ALL OF LOT 1, CERTIFIED SURVEY MAP NO. 1861,
VOLUME 8, PAGE 11, DOCUMENT NO. 437296.

SURVEYOR'S CERTIFICATE

I, Dustin J. LaBlonde, Wisconsin Professional Land Surveyor, hereby certify that I have surveyed, divided, and mapped part of Government Lot 2, Section 27, Township 28 North, Range 13 West, City of Menomonie, Dunn County, Wisconsin, including part of Block 7 of West Menomonie Addition and all of Lot 1 of Certified Survey Map No. 1861, Volume 8, Page 11, Document No. 437296, more particularly described as follows:

Commencing at the East quarter corner of said Section 27;
Thence S01°50'17"W 1158.51' to the point of beginning;
Thence S00°02'40"W 128.63 feet to the Northerly right-of-way of Wilson Avenue West;
Thence N89°57'20"W 353.03 feet along said Northerly right-of-way and the South line of said Lot 1, CSM No. 1861 to the West line of said Lot 1;
Thence N12°17'58"E 138.60 feet along said West line to the North line of said Lot 1;
Thence S89°57'20"E 239.61 feet along said North line to the East line of said Lot 1;
Thence S00°02'40"W 2.06 feet along said East line;
Thence S89°35'03"E 28.65 feet;
Thence S85°13'55"E 55.54 feet to the point of beginning.

Said parcel contains 45,510 square feet (1.04 acres), more or less.

Said parcel is subject to a proposed 33' wide access easement as shown, for the benefit of the adjoining owner to the North. Said parcel is also subject to any and all easements, reservations, restrictions and conveyances of record.

That I have made such survey, land division, and map at the direction of Conagra Grocery Prod Co., owner, 11 Conagra Dr., Ste 11-160, Omaha, Nebraska 68102. That such map is a correct representation of the exterior boundaries of the land surveyed, and the subdivision thereof made. That I fully complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes, A-E 7 of the Wisconsin Administrative Code and the subdivision regulations of Dunn County in surveying, dividing and mapping the same.

Dated this 13th day of December, 2024.



Dustin J LaBlonde, P.L.S. #3096



CITY OF MENOMONIE PLAN COMMISSION

Resolved: That this Certified Survey Map in the City of Menomonie is hereby approved by the City of Menomonie Plan Commission.

Dated this _____ day of _____, 2025.

Signature of Approving Authority



City of Menomonie

Dave Kowieski

Chief Building Inspector
800 Wilson Avenue
Menomonie, WI 54751
715 232-2221 Ext.1009
dkowieski@menomonie-wi.gov

TO: David Schofield, Director of Public Works
FROM: Dave Kowieski, Chief Building Inspector
SUBJECT: 2024 End of Year Update
DATE: January 27th, Plan Commission Meeting

2024 was a busy year for the Building Inspection Department again. Some of the high lights for the year are worth mentioning:

Our department has had an increase in permitting from 2021 to 2024 with the highest number of permits issued in 2024 at (948). This is highest number of permits issued to date for our department.

Our number of permits issued was up 85 permits in 2024 (948) from 2023 (863).

The value of permits was down in 2024 (\$74,491,217.67) compared to 2023 (\$127,549,385.87). 2023 was the highest permit value set for the Inspection Department to this date.

The number of single-family homes add in the City of Menomonie for 2024 was 21. Our highest year was in 2018 at 24 single-family homes.

The number of new residential units added in the City of Menomonie for 2024 was 23 units. The highest new residential units added in the City of Menomonie was in 2023 with 210 units. 2023 included the two new residential developments of Maple Eco Cottages and Estover Development.

Attached: Visual Charts

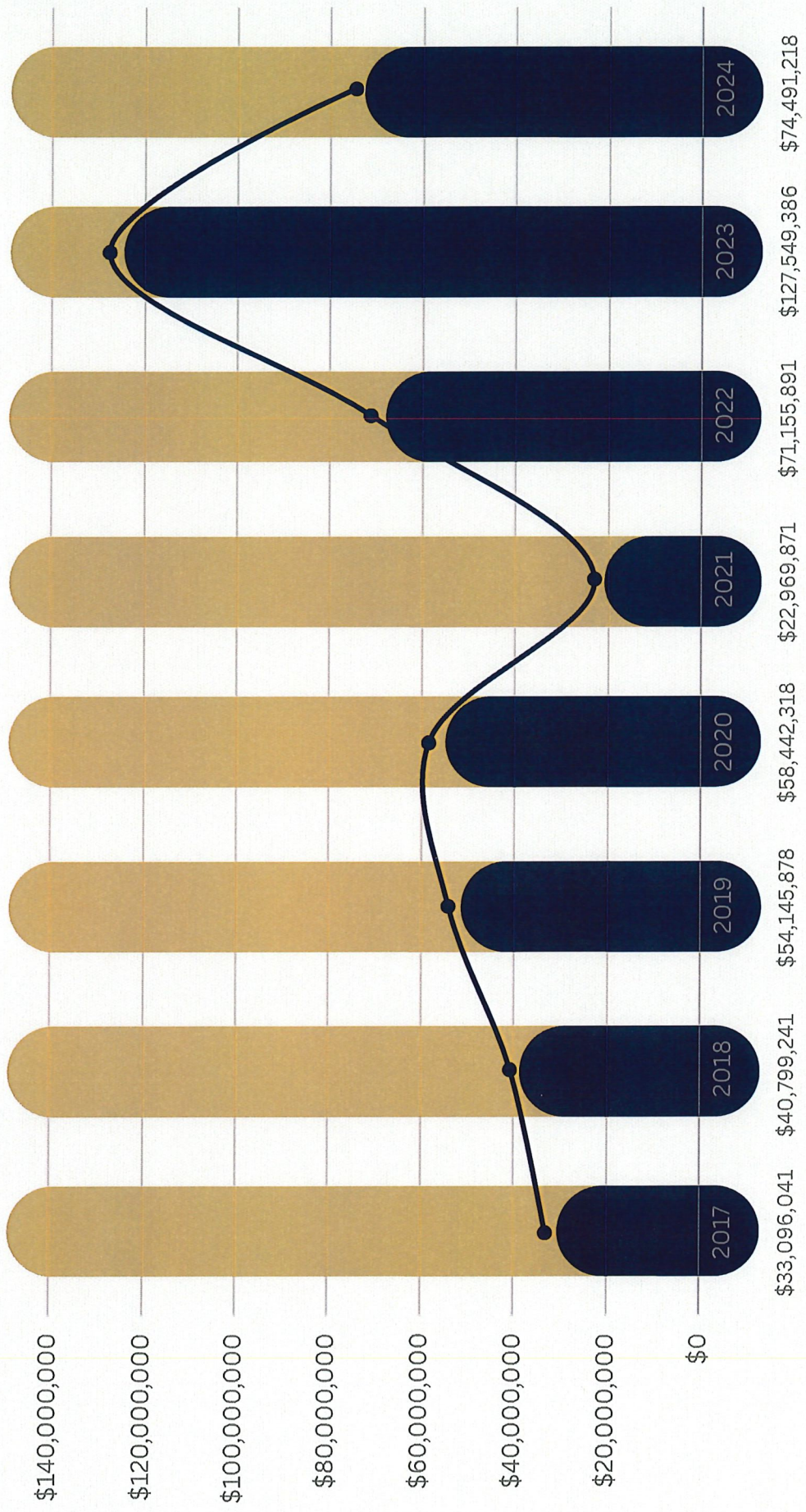


City of MENOMONIE

PERMIT ACTIVITY - 2024 Year-in-Review

Permitted Value

Updated 01/22/2025



The total permitted value of permits issued in the City of Menomonie in 2024 was \$74,491,217.67. This is the value of all permits issued in 2024, even if the construction was not yet complete by the end of the year.

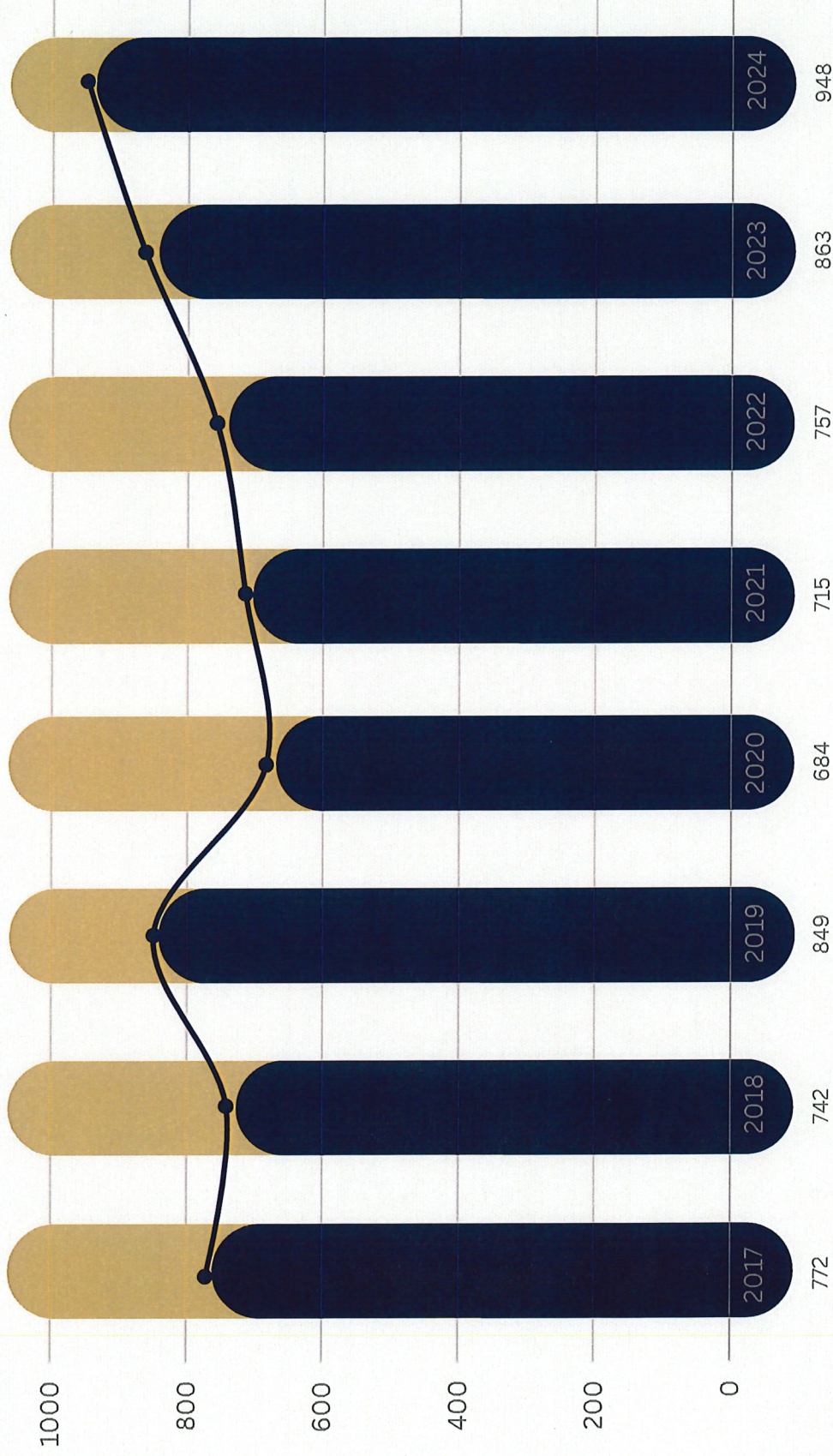
Source: City of Menomonie Building Inspection Department



City of MENOMONIE

PERMIT ACTIVITY - 2024 Year-in-Review Total Permits Issued

Updated 01/22/2025



The City of Menomonie Building Inspection department issued 948 building permits in 2024, the most permits issued in a single year in our history. This is an average of 3.8 permits issued per working day in 2024. Building permits are counted in the year they were issued, not necessarily the year the construction was completed.

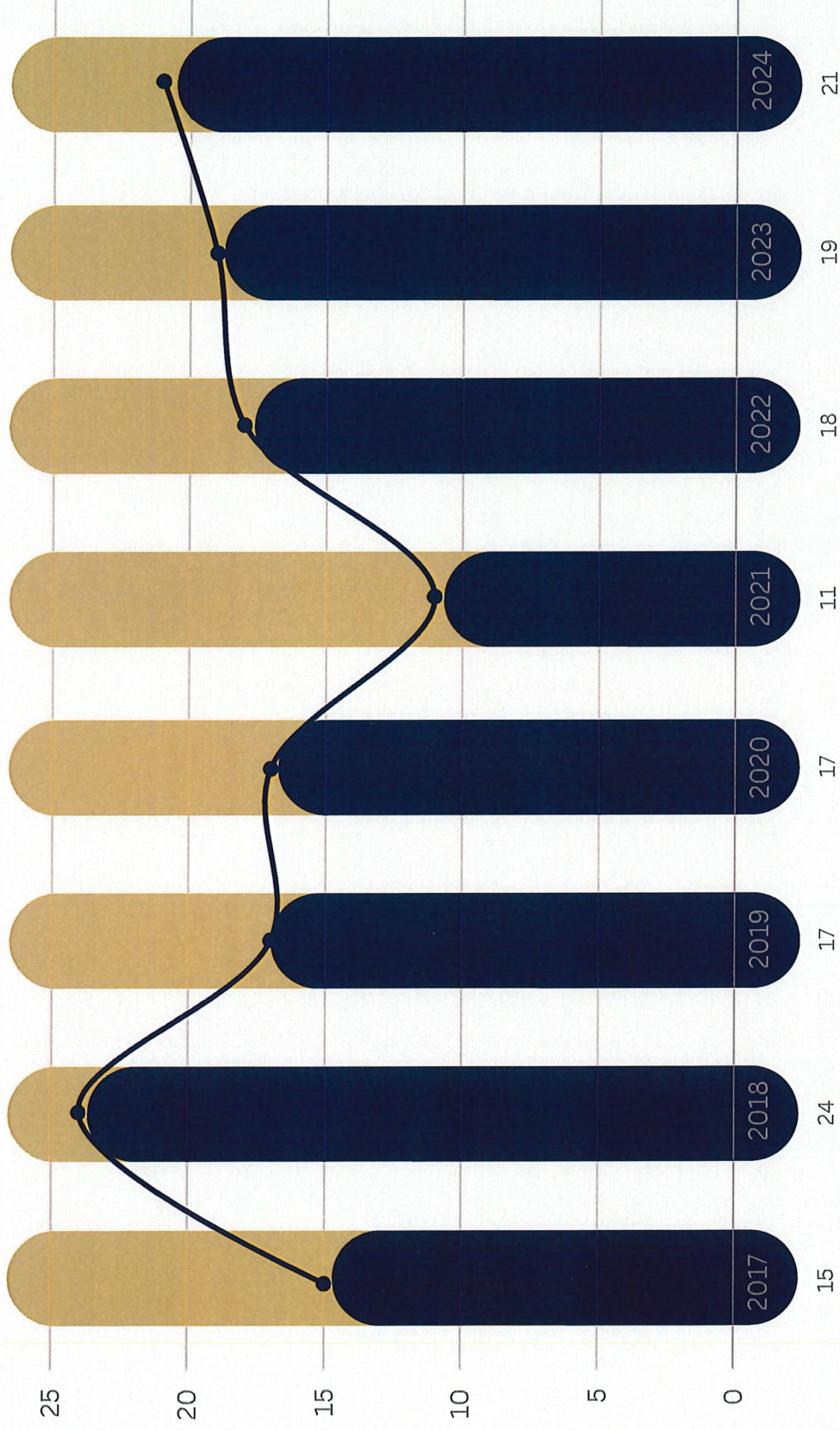


City of
MENOMONIE

PERMIT ACTIVITY - 2024 Year-in-Review

Single Family Permits

Updated 01/22/2025



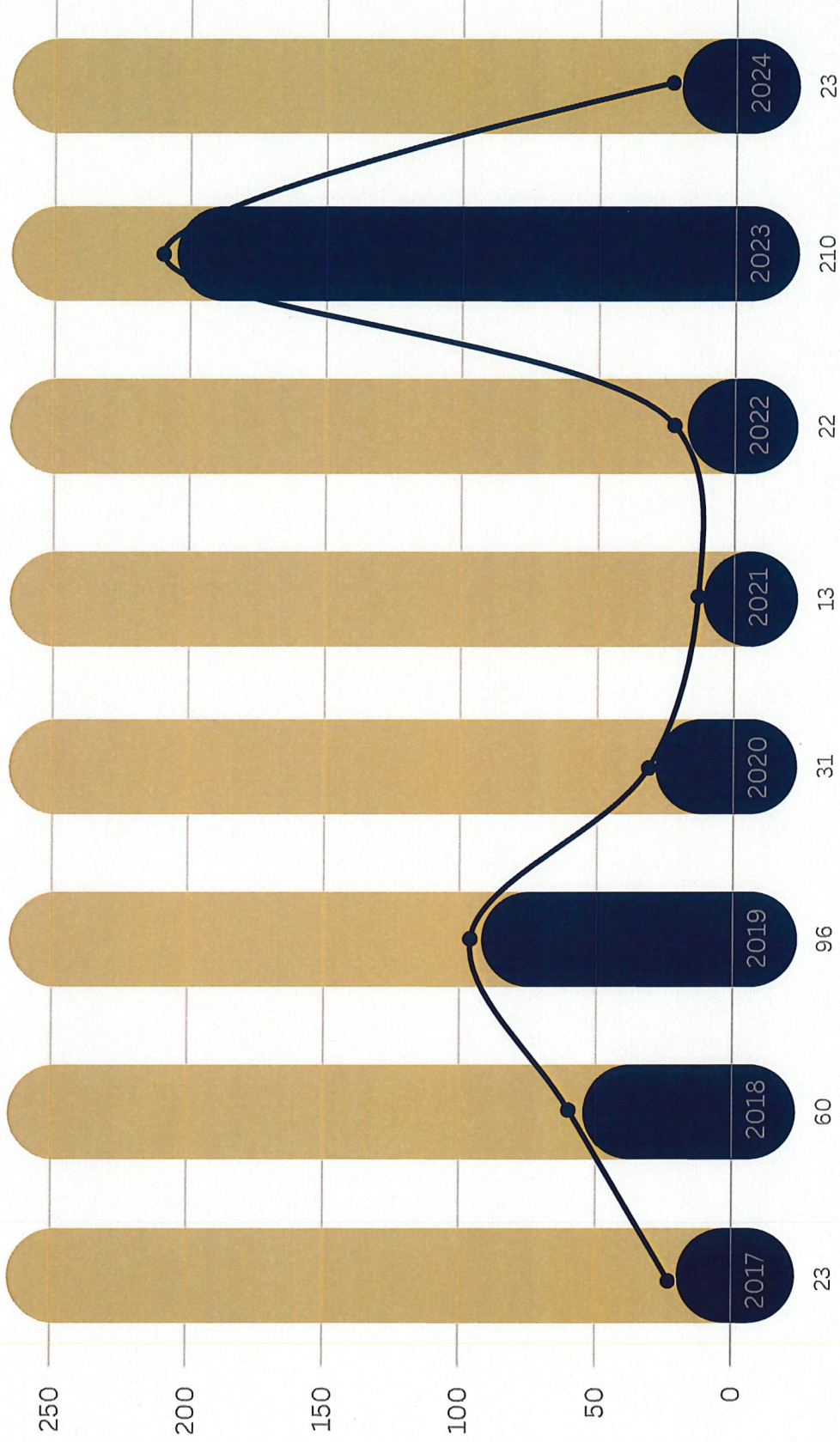
21 single-family permits were issued in 2024 for a total value of \$6,165,826 or an average of \$293,611 per permit.



City of
MENOMONIE

PERMIT ACTIVITY - 2024 Year-in-Review New Residential Units Added

Updated 01/22/2025



A total of 23 housing units were added in 2024, made up of 21 single-family dwellings and 1 two-family dwelling.