

**City of Phillips**  
Phillips Planning Commission  
Municipal Building  
Monday April 5<sup>th</sup>, 2021  
5:00 PM

Committee members: Charles Peterson - Chair, Laura Tomaszewski, Joe Perkins, Ted Kempkes, David Scholz, Patricia Zeitner, and Scott Holoubek.  
Clerk/Treasurer: Shelby Prochnow

This meeting is held in compliance with Wisconsin's Open Meeting Law, S.S. Chapter 19.81 –19.98, Subchapter V. As such it is open to the public.

This meeting may constitute a quorum of the Common Council, or other city committees.

Call to order (presiding officer) Time: \_\_\_\_\_

- a. Greeting
- b. Certification of compliance with Open Meeting Law.

Roll call: Charles Peterson \_\_\_\_\_, Joe Perkins\_\_\_\_\_, David Scholz\_\_\_\_\_, Ted Kempkes\_\_\_\_\_, Laura Tomaszewski\_\_\_\_\_, Patricia Zeitner \_\_\_\_\_ and Scott Holoubek \_\_\_\_\_.

**Discussion-Action Items:**

1. Motion to approve the minutes from the January 4th, 2021 Planning Commission Meeting.
2. Discussion/Action regarding minor subdivision in the City of Phillips for Mary Hahn. Potential approval of CSM.  
Property Description: 7-37-1E PRT OF GOVT LOT 16 PCL DESC IN 340763  
(Lot behind 154 Fayette Ave)
3. Discussion/Action regarding Nightly/Short term rentals for properties.
4. Adjournment.

Meeting Minutes  
Phillips Planning Commission  
April 5<sup>th</sup>, 2021

Charles Peterson opened the meeting of the Phillips Planning Commission @ 5:00pm  
Present: Charles Peterson, Joe Perkins, Ted Kempkes, Laura Tomaszewski, Scott Holoubek, Patricia Zeitner and Shelby Prochnow.  
Others present: None

**Discussion-Action Items:**

1. Kempkes/ Tomaszewski moved to approve the minutes from the January 4th, 2021 Planning Commission Meeting. Carried

2. Discussion/Action regarding minor subdivision in the City of Phillips for Mary Hahn. Potential approval of CSM.

Property Description: 7-37-1E PRT OF GOVT LOT 16 PCL DESC IN 340763  
(Lot behind 154 Fayette Ave)

The Commission was given a Certified Survey Map (CSM) for Mary Hahn's property. Clerk Prochnow summarized the request of Hahn, stating she would like to split the back lake lot into 2 different outlets. Eventually the out lot #2 would be hopefully sold to the next-door neighbor that the property is behind. This would have both Mary Hahn and her neighbor Cala Neu, lake access.

Perkins/Kempkes moved to approve the CSM for the minor subdivision for Mary Hahn.  
Roll Call: Holoubek – aye, Scholz – absent, Tomaszewski – aye, Zeitner – aye, Kempkes – aye, Perkins – aye. Motion Carried

3. Discussion/Action regarding Nightly/Short term rentals for properties.

Clerk Prochnow informed the Planning Commission of the lack of ordinance regulation there is regarding residential homes being rented out for nightly or short-term rentals, she also let them know that we have been collecting room tax from these rentals. Kempkes did mention that these rentals do need to have some state licensing due to renting them out for sanitary purposes similar to what a hotel gets. Kempkes/ Perkins moved to table the discussion until something more comes up and having Clerk Prochnow reach out to the owner of the short-term rental that the City received the complaint on to urge them to get the correct hotel licensing from the state. Carried.

4. Adjournment.



Shelby Prochnow  
City Clerk-Treasurer