

City of Phillips
Phillips Planning Commission
Municipal Building
Monday May 5th, 2025, at 5:45pm

Committee members: Charles Peterson - Chair, Mark Brzeskiewicz, Joe Perkins, Bryan Weisrock, David Scholz, Patricia Stephan, Scott Holoubek and alternate Johnathan McArthur.

Clerk/Treasurer: Shelby Kosmer

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____, Mark Brzeskiewicz____, Patricia Stephan____, Bryan Weisrock____ and Scott Holoubek ____.
Alternate: Johnathan McArthur _____

Discussion/Action Items:

1. Motion to approve the March 27th, 2025, and the April 15th, 2025, Meeting Minutes.
2. Motion to open the public hearing for order:

Requestor: Judith Sopa
Address: 505 S Lake Ave
Purpose: Request a conditional use permit to allow for the property to be used as a short-term rental.

3. Motion to close the Public Hearing
4. Potential approval/denial or recommendation to the Committee of the Whole regarding a conditional use permit at 505 S Lake Ave for allowing the use of the property as a short-term rental as requested by property owner Judith Sopa.
5. Adjournment

Meeting Minutes
Phillips Planning Commission
May 5th, 2025

Charles Peterson opened the meeting of the Phillips Planning Commission @ 5:46pm
Members Present: Joe Perkins, Mark Brzeskiewicz, Bryan Weisrock, Scott Holoubek, Johnathan McArthur, and Patty Stephan and Shelby Kosmer
Others Present: None

Discussion/Action Items:

1. Perkins/ Weisrock moved to approve the March 27th, 2025, and the April 15th, 2025, Meeting Minutes. Carried
2. Perkins/ Brzeskiewicz moved to open the public hearing for order. Carried

Requestor: Judith Sopa
Address: 505 S Lake Ave
Purpose: Request a conditional use permit to allow for the property to be used as a short-term rental.

Mayor Peterson talked about how the City will be looking at regulating short-term rental on properties and so that is something to keep in mind while we are in need of work force housing options, even if they can just do a short-term lease.

Kosmer informed the planning commission that the property owners boyfriend used to live here and he passed away so the home is vacant right now but they only want to rent it out during the busy season as they intend to move here and that is why they don't want to rent it out long term.

Planning Commission discussed putting a time frame on there since the owner intends to move in.

Discussion regarding if there was enough room for off-street parking.

3. McArthur/ Perkins moved to close the Public Hearing. Carried
4. McArthur/ Weisrock moved to recommend to the Committee of the Whole to approve a one-year conditional use permit at 505 S Lake Ave for allowing the use of the property as a short-term rental as requested by property owner Judith Sopa. Carried
5. Perkins moved for adjournment: 6:06pm



Shelby Kosmer
City Clerk-Treasurer