



**CITY OF PRESCOTT, WISCONSIN  
MEETING NOTICE  
PLANNING COMMISSION  
MONDAY, JUNE 1, 2026  
6:00 P.M.  
PRESCOTT CITY HALL  
800 BORNER ST., PRESCOTT, WI 54021**

- 1) Call to Order
- 2) Roll Call
- 3) Approve Plan Commission Minutes – May 4, 2026
- 4) Public hearing on the proposed City of Prescott Comprehensive Plan 2026–2046.
- 5) Discussion and possible action on a Resolution No. 02-26 recommending adoption of the City of Prescott Comprehensive Plan 2026–2046 to the Common Council.
- 6) Review and Discussion of Conditional Uses by Zoning District.
- 7) Other Business
  - a) Update on 445 Court Street – Assisted Living Facility
  - b) Next Meeting – Monday, July 6 at 6:00 PM
- 8) Adjourn

**ACCESS TO THE MUNICIPAL BUILDING FOR THE DISABLED IS AVAILABLE THROUGH THE REAR PARKING LOT ENTRANCE. ALL THOSE WITH SPECIAL NEEDS SHOULD CALL CITY HALL OFFICES (262-5544) IF ASSISTANCE IS REQUIRED.**



## **Planning Commission Meeting Minutes**

**May 4<sup>th</sup>, 2026**

Pursuant to due call and notice thereof, a meeting of the Planning Commission was held on May 4<sup>th</sup>, 2026, at the Municipal Building, 800 Borner Street, Prescott, Wisconsin 54021. The meeting was called to order at 6:00 PM

**Commission Present:** Mayor Mike Gerke, Joel Reice, Steve Most, Bailey Ruona, Josh Gergen

**Commission Absent:** Dave Hovel, Kate Otto

**Staff Present:** City Administrator Matt Wolf, City Planner Luke Wiese

**Others Present:** Louie Filkins of Ogden Engineering, Doug Erickson

### **1. Approve minutes for April 6<sup>th</sup>, 2026**

**Commissioner Ruona motioned to approve the minutes, Gergen seconded; motion passed without a negative voice vote (5-0)**

### **2. Walnut Circle – Final Plat**

Planner Luke Wiese presented items related to the Walnut Circle Final Plat. The Final Plat includes a 600-foot cul-de-sac, nine single-family residential lots, water and sanitary sewer infrastructure, stormwater management facilities, an 8-foot multi-use trail, and a parkland dedication of approximately 23.9 acres for future park and open space purposes.

The Plan Commission reviewed the Final Plat pursuant to City Code §510-12, the approved Preliminary Plat, and applicable subdivision requirements.

Commissioner Ruona asked if there was any concern regarding drainage along the trail. Louis Filkins of Ogden Engineering stated that Ogden Engineering conducted soil borings on-site and confirmed that drainage would be directed to the proposed stormwater management facilities.

**Commissioner Ruona motioned to approve Resolution XX-26 to Council for approval; Gergen seconded. Motion passed without a negative voice (5-0).**

### **3. Other Business**

City Administrator Wolf stated that following the recent approval of the ADU at 878 E. Washington Street, staff intends to review the City's conditional uses within each zoning district and bring the item back to the Plan Commission at the June meeting. The review will focus on whether certain conditional uses remain appropriate within the intended purpose of each zoning district.

Wolf noted that under Wisconsin Act 67, once a use is listed as a conditional use within a zoning district, the Plan Commission's review of a specific application is focused on whether the applicant meets the applicable ordinance standards and whether any reasonable, measurable conditions are needed. The review is not intended to re-decide, on a case-by-case basis, whether the use category itself belongs in the zoning district.

**Commissioner Gergen motioned to adjourn. Ruona seconded; motion passed without a negative voice vote (5-0). The meeting was adjourned at 6:09 PM.**

**The next Plan Commission meeting will be held on Monday, June 1<sup>st</sup>, 2026, at 6:00 PM at Prescott City Hall.**

Respectfully Submitted,

A handwritten signature in cursive script that reads "Luke Wiese".

Luke Wiese  
Planner



**To:** Plan Commission  
**From:** Luke Wiese, Planner  
Matt Wolf, City Administrator  
**Date:** May 28<sup>th</sup>, 2026  
**Subject:** Comprehensive Plan Public Hearing

---

## Background

Since February 2025, the Plan Commission has been reviewing and updating each chapter of the City's Comprehensive Plan in accordance with Wisconsin Statutes § 66.1001(2). The review has included the following required elements:

- Issues and Opportunities
- Housing
- Transportation
- Utilities and Community Facilities
- Agricultural, Natural, and Cultural Resources
- Economic Development
- Intergovernmental Cooperation
- Land Use
- Implementation

In addition, the City conducted a community survey in the spring of 2025 to gather public input on the Comprehensive Plan update. Feedback received through the survey was incorporated throughout the planning process.

## Discussion

With the review and update of all Comprehensive Plan chapters now complete, the final step in the process is to hold a public hearing, as required by the City's Public Participation Plan and Wisconsin Statutes § 66.1001(4)(d).

Attached is Resolution 02-26, Recommending Adoption of the City of Prescott Comprehensive Plan 2026–2046 to the Common Council. A full draft of the Comprehensive Plan, including the community survey results as an appendix, is available at the following link:

<https://www.prescottwi.gov/DocumentCenter/View/1106/City-of-Prescott-Comprehensive-Plan-Draft>

Following the public hearing, the Plan Commission may consider a recommendation to the Common Council regarding adoption of the Comprehensive Plan 2026–2046.

**Recommendation**

1. Conduct the public hearing regarding the proposed City of Prescott Comprehensive Plan 2026–2046.
2. Consider approval of Resolution 02-26, Recommending Adoption of the City of Prescott Comprehensive Plan 2026–2046 to the Common Council.

**Attachments**

1. PC Resolution 02-26 Recommending Adoption

Resolution No. 02-26

RESOLUTION OF THE PLAN COMMISSION RECOMMENDING ADOPTION OF  
THE “CITY OF PRESCOTT COMPREHENSIVE PLAN 2026 – 2046” UPDATE

WHEREAS, the City of Prescott, pursuant to the provisions of Section 62.23 of the Wisconsin Statutes has created a City Plan Commission; and

WHEREAS, the City of Prescott is authorized to prepare, amend and adopt a comprehensive plan as defined in sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes; and

WHEREAS, the Common Council of the City of Prescott, Pierce County, Wisconsin authorized the Plan Commission to review and update the City’s Comprehensive Plan for the City of Prescott, and

WHEREAS, the Comprehensive Plan update for the City of Prescott that contains all of the elements specified in section 66.1001(2) of the Wisconsin Statutes has been prepared; and includes data, analysis, policy and recommendations including for the following elements:

- Issues and Opportunities
- Housing
- Transportation
- Utilities and community facilities
- Agricultural, natural and cultural resources
- Economic development
- Intergovernmental cooperation
- Land Use
- Implementation; and

WHEREAS, the City Plan Commission, as set forth in the City’s adopted Public Participation Plan, has held public meetings throughout the process to develop the plan and acquaint area residents and owners with the plan; and

WHEREAS, The City has duly noticed a public hearing on the aforementioned comprehensive plan and the Plan Commission has held the public hearing following the procedures in section 66.1001(4)(d) of the Wisconsin Statutes; and

NOW, THEREFORE, BE IT RESOLVED, that pursuant to sections 62.23(3)(b) and 66.1001(4) of the Wisconsin Statutes, the Plan Commission of the City of Prescott hereby adopts the comprehensive (master) plan embodied in the document titled “City of Prescott Comprehensive Plan 2026-2046” as the City’s comprehensive (master) plan.

NOW, THEREFORE, BE IT RESOLVED, that the City of Prescott Plan Commission does hereby recommend that the Common Council of the City of Prescott,

Pierce County, Wisconsin adopt an Ordinance, which will constitute its adoption of the Comprehensive Plan.

Resolution adopted on this 1<sup>st</sup> day of June, 2026.

CITY OF PRESCOTT PLAN COMMISSION

By:

---

Michael H. Gerke, Mayor/Chair

Attest \_\_\_\_\_  
Rashel Temmers, City Clerk



**To:** Plan Commission  
**From:** Luke Wiese, Planner  
**Date:** May 28, 2026  
**Subject:** Conditional Use Review

---

## **Background**

On the May 4<sup>th</sup> Plan Commission meeting City staff discussed reviewing the City's listed conditional uses in each zoning district.

This review is being brought forward because of the way conditional use permits are reviewed under Wisconsin law. If a use is listed as a conditional use in a zoning district, the ordinance already recognizes that the use is appropriate in that district, provided they also meet standards and conditions set by the Plan Commission.

Because of this, conditional use review and discussion should be centered on what conditions should be set for that submittal. If the City no longer believes a use fits within a zoning district it would be best to review the ordinance language before an application is filed for it.

## **Discussion**

Attached is a workbook of the Cities Conditional Uses. The workbook identifies conditional uses that may need to be removed, clarified, or further reviewed.

Plan Commission should review the matrix and provide direction on whether staff should prepare ordinance amendments for future consideration.

Some of the items for discussion include:

### **Accessory Dwelling Units in R-5.**

Accessory dwelling units are currently listed as conditional uses in the R-1, R-2, R-3, and R-4 residential districts, but not in the R-5 Single-Family Residential District. The Plan Commission may want to discuss whether accessory dwelling units should also be allowed as a conditional use in R-5

### **Large-scale solar farms in Prescott.**

The C-1 Central Commercial District is intended for commercial uses in and near Downtown Prescott. Staff believes the Plan Commission should discuss whether large-scale solar farms fit the purpose of the C-1 District, or whether this use should be removed as a conditional use

in C-1. This would not prohibit rooftop or accessory solar energy systems that are otherwise allowed under the City's solar energy standards.

Large-scale solar farms are also listed as conditional uses in the I-3 District. The I-3 District is intended for compatible light industrial and commercial uses with higher site planning, architecture, and landscaping expectations. The Plan Commission may also want to discuss whether large-scale solar farms should remain conditional in I-3, or whether they are better suited to other industrial districts.

### **Railroads, airports, airstrips, and landing fields in I-2.**

The I-2 Heavy Industrial District includes conditional uses for railroad facilities and public facilities, including airports, airstrips, and landing fields. While these uses are unlikely to be developed, staff believes they may be worth reviewing to determine whether they are still relevant to the City's industrial districts. If these uses are no longer realistic or appropriate in Prescott, they could be considered for removal or clarification.

### **Recommendation**

1. Review and Discuss Prescott's Conditional Uses

### **Attachments**

1. Prescott Conditional Uses Matrix

# Prescott Conditional Use Review

C = currently listed conditional use. A = Allowed use. Yellow-highlighted rows are the specific items identified in the memo for Plan Commission discussion.

Use Group	Conditional Use	R-1	R-2	R-3	R-4	R-5	I-1	I-2	I-3	C-1	C-2	A-1	P	Suggested Direction
Residential / Lodging	Accessory dwelling units	C	C	C	C									Discuss possible addition
Residential / Lodging	Bed-and-breakfast establishments	C	C	C	C	C								Keep as CUP
Residential / Lodging	Duplexes	C	A											Keep as CUP
Residential / Lodging	Residential buildings as a principal use	A	A	A	A	A				C				Keep as CUP
Care / Community Services	Community-based residential facilities	C												Keep as CUP
Care / Community Services	Day-care centers					C								Keep as CUP
Care / Community Services	Day-care centers, nursing homes, and community-based residential facilities		C	C	C									Keep as CUP
Care / Community Services	Freestanding child/elder care facilities								C					Keep as CUP
Care / Community Services	In-home day-care centers and nursing homes	C				C								Keep as CUP
Home Business / Tenant Services	Professional home offices and home occupations	C	C	C	C	C								Keep as CUP
Home Business / Tenant Services	Tenant-serving business services			C	C		A		A	A	A			Keep as CUP
Institutional / Civic	Churches, schools, libraries, hospitals, community centers, and cemeteries	C	C	C	C	C								Keep as CUP
Institutional / Civic	Municipal buildings	C	C	C	C	C	A		A					Keep as CUP
Institutional / Civic	Public facilities and uses, including airports, airstrips, and landing fields							C						Discuss relevance
Institutional / Civic	Public utility structures with eight-foot or higher protective fencing	C	C	C	C	C								Keep as CUP
Environmental / Site Conditions	Structures or alteration of natural terrain on slopes of 20% or greater	C	C	C	C	C	C	C	C	C	C			Keep as CUP
Commercial / Industrial	Agriculture-related industry and service uses							C						Keep as CUP
Commercial / Industrial	Drive-in establishments for eating and drinking									C	A			Keep as CUP
Commercial / Industrial	Other uses similar in character to principal permitted uses									C				Keep as CUP
Commercial / Industrial	Outdoor storage of industrial products, machinery, equipment, or materials with screening							C						Keep as CUP
Commercial / Industrial	Railroads and related railroad facilities							C						Discuss relevance
Commercial / Industrial	Seasonal roadside stands										C			Keep as CUP
Commercial / Industrial	Veterinarian clinics								C					Keep as CUP
Commercial / Industrial	Warehouse use in excess of 70% of permitted business						A	A	C		A			Keep as CUP
Commercial / Industrial	Manufactured and mobile home service and sales, vehicle and equipment sales and service establishments; warehousing, wholesaling and storage establishments						A		A		A			Keep as allowed use; example showing principal use in C-2, I-1 and I-3.
Energy / Transportation	Electric vehicle charging stations in accordance with Article XII									C				Keep as CUP
Energy / Transportation	Large-scale solar farms in accordance with Article IX						C	C	C	C				Discuss removal/fit