



TOWN OF SHELBY

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Planning Commission Meeting Minutes – **APPROVED**

Date: Tuesday, November 11, 2025

Time: 4:00 p.m.

Location: Town Hall – 2800 Ward Ave, La Crosse, WI 54601

Present: Commissioners Mike Kendhammer, Karen Kouba, Dave Gebhart and Meg Paulino, Supervisor Marlene Heal, and Administrator Christina Peterson.

Excused: Chairperson Elliott Bujan, Commissioner Al Schulz.

Attendance List: None.

1. Meeting called to order by Kouba at 4:30 p.m.
2. Minutes from 10/14/2025. Motion by Heal to approve minutes from 10/14/2025, second by Kendhammer. Motion carried unanimously.
3. Public Comment. None.
4. Driveway Exception – Parcel 11-1242-0 (Smith, 3731 Cliffside Drive). Peterson reviewed the driveway. Discussion on the ordinance and permitting. Discussion on an informational sheet to be issued with any building permits to provide an overview of projects that require a permit. Motion by Heal to recommend the Town Board approve the exception of 24', second by Paulino. Motion carried unanimously.
5. Comprehensive Plan Review. Berg reviewed process for updating Comprehensive Plan. Peterson highlighted areas that may need to be revisited. No action taken.
6. Planning Commission Duties and Responsibilities Review. Peterson reviewed duties and responsibilities of the Planning Commission, highlighting the importance of the Comprehensive Plan. Peterson reviewed state statutes applicable to the function and responsibilities of the Planning Commission. No action taken.
7. Administrator Report. None.
8. Commissioner Reports. None.
9. Adjourn. Motion by Heal to adjourn at 5:56 p.m., second by Paulino. Motion carried unanimously.

Next Regular Meeting December 9, 2025, at 4:30 p.m. at Town Hall.

Respectfully submitted, Fortune Berg, Clerk