

Approved 3/9/26

PLAN COMMISSION

City of Hartford, Wisconsin

February 9, 2026

ATTENDANCE: (P) – present; (A/E) – absent/excused; A – (absent)

Chairperson Dennis J. Regan: P

Vice-Chairperson Tony Andereck: P

Aldersperson Liaison Jeff Turchi: P

Member Dave Piquett: P

Member Scott Roethke: P

Member Ralph Kuepper: A/E

Member Scott Henke: P

Alternate Robert Jewell: N/A

Alternate Dean Kirley: N/A

Members present: 5 Members absent: 1 Quorum (5 members): Y

ALSO PRESENT: City Planner Jacob Maas

Call to Order: Chairperson Regan called the meeting to order at 6:00 p.m.

Minutes: Minutes of December 8, 2025, were reviewed. Motion by Henke, seconded by Roethke to approve minutes. Motion carried.

Appearances: No appearances.

Public Hearing for a Conditional Use Permit to allow for the operation of a Community cultural facility at the property, 57 North Main Street, (Tax Key: 36-2001-005-009) zoned CC-3, Downtown Core District.

- (a) Opening of Hearing: Chairperson Regan opened the hearing.
- (b) Reading of Public Notice: Mr. Maas read the public notice.
- (c) Staff Review: Proposed Conditional Use Permit to allow for the operation of a Community cultural facility at the property, 57 North Main Street, (Tax Key: 36-2001-005-009) zoned CC-3, Downtown Core District. Mr. Maas reviewed the executive summary as presented and included the following conditions for approval:
 1. Compliance with building codes and fire codes.
 2. Maintain hours of operation as stated in the Plan of Business Operation.
 - a. Outside of special events, any changes in hours of operation shall be submitted as a new Plan of Business Operation.

- (d) Appearances in Favor: Jerry Schnorenberg W737 Lee Rd, Rubicon, member of Hartford Historical Society, Jack Rusell Library History room and Museum 53027, spoke in favor of the application and requested refund for \$530.00 conditional use permit fee as a non-profit.
- (e) Appearances in Opposition: No appearances in opposition.
- (f) Closing of Hearing: Chairperson Regan closed the hearing.
- (g) Discussion by Plan Commission: Chairperson Regan sought verification that payment was already provided by applicant. Mr. Maas noted it was.
- (h) Official Action Regarding Proposed Conditional Use Permit to allow for the operation of a Community cultural facility at the property, 57 North Main Street, (Tax Key: 36-2001-005-009) zoned CC-3, Downtown Core District. Motion by Henke to approve the Conditional Use Permit to allow for the operation of a Community cultural facility at the property, 57 North Main Street, (Tax Key: 36-2001-005-009) zoned CC-3, Downtown Core District with the noted conditions; seconded by Piquett. Henke inquired who's call a refund request would need to be considered by; Regan will take the request to the City Administrator. Motion carried.

Planner's Report: New Housing Fee Report Under Wis. Stat. §66.10014.

Mr. Maas noted the 2017 the State of Wisconsin passed Act 243, which required cities with a population of 10,000 or more to create a New Housing Fee Report. The key take-away from Act 243, is the creation of Wis. Stat. § 66.10014(4):

(4) If a fee or the amount of a fee under sub. (2) (a) is not properly posted as required under sub. (3) (a), the municipality may not charge the fee.

No action required, this is purely information for Plan Commission members. Pursuant to Wis. Stat. § 66.10014(3)(b), the municipality shall provide a copy of the New Housing Fee Report to each member of the governing body of the municipality. This will go before the Common Council for their review on February 10, 2026.

Henke sought verification that fees do not go before a vote, but the vote is through the budget process. Mr. Maas noted this was correct and fees are adjusted through amendments to Chapter 42.

Andereck motioned to adjourn; Piquett second. Motion carried and meeting adjourned at 6:10 p.m.

Respectfully submitted,
Jacob Maas, City Planner

Compiled by Jenny Conley, Planning Aide