

TOWN OF MERCER PLANNING COMMISSION
Meeting Minutes – Monday, June 29, 2026 5:30 PM
APPROVED: August 11, 2026

Present: Roxanne Lutgen, Dave McNutt (arrived 5:32pm), Sara Towne, Jeremy Faulkner, Annette Radloff,

Absent: Scot Lundquist

Audience:

TOPIC	REVIEW/DISCUSSION/ACTION
1) Order of Business of the Regular Meeting A. Call the regular meeting to order B. Pledge of Allegiance C. Roll call D. Acknowledge that the meeting was properly posted E. Approval of June 9, 2026 meeting minutes	1) Regular Meeting: A. Chair Roxanne Lutgen called the June 29, 2026 regular meeting to order at 5:30 PM in the Mercer Town Hall. B. Pledge of Allegiance. C. Roll call was taken. D. Roxanne Lutgen noted the meeting agenda had been properly posted. E. Motion by David McNutt to approve June 9, 2026 minutes, seconded by Jeremy Faulkner. Motion carried.
2) Open Comment (limit 3 minutes per person - no formal discussion or action will be taken)	2) Open Comment: NONE
3) Review, Discussion, and Possible Action: A. Tourist Rooming House Permit at 2598W Mercer Lake Circle N, Mercer, WI for Andrew Wendt and Diane Baehr of Trilobite Properties LLC. B. Conditional Use Permit Application for Nicholas Morris to construct an accessory building of 3760 square feet in an R-1 Zoned district at 5751N Echo Lake Road in the Town of Mercer.	Review, Discussion, and Possible Action: A. After review of the TRH permit application at 2598W Mercer Lake Circle N, Mercer, WI for Andrew Wendt and Diane Baehr of Trilobite Properties LLC, motion by Annette Radloff , seconded by Roxanne Lutgen to decline recommendation of TRH approval to the Mercer Town Board, due to non-compliance of driveway (measures 13' x 12'w) and needing Iron County Health Department approval for occupancy per square foot as property is 685sqft. Motion carried. B. After review of Conditional Use Permit Application from Nicholas Morris to construct an accessory building of 3760 square feet in an R-1 Zoned district at 5751N Echo Lake Road in the Town of Mercer, and discussion with applicants , motion by Sara Towne, seconded by Annette Radloff, to recommend the Mercer Town Board consider CUP approval, not for human habitation or commercial use. Motion carried.
4) Chairperson's Report	
5) Next Meeting	

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6) Adjournment

- **Chairperson's Report:** Chair Roxanne Lutgen will report Planning Commission recommendations at the Town Board meeting on Thursday, July 2, 2026 at 5:30 p.m.
- **Next Meeting:** 5:30 p.m., Tuesday, August 11th, 2026.
- **Adjournment:** After completion of all business on the agenda, Chair Roxanne Lutgen adjourned the meeting at 6:01 p.m.

Respectfully submitted: Sara Towne, Secretary.