

December 8, 2025 @ 6:00pm

## **Mission Township Planning Commission Meeting Minutes**

**Present** – Chair Jon Auge; Commission members Bob Steele and Erik Lee; and Clerk Naomi Scott. Mary and Ray Zabilla and resident Tom Pavek were also present.

**Call to Order** – J. Auge called the December 8, 2025, Mission Township Planning Commission Meeting to order @ 6:00pm.

**Adoption of the Agenda** – Adopted as presented.

**Approval of July 14<sup>th</sup>, 2025, Minutes** - B Steele made a motion **(1)** to approve the July 14<sup>th</sup>, 2025, minutes, second by E. Lee. Voice vote with all commissioners voting aye. Motion passed.

### **Action Items:**

**1. Consideration of Ordinance 2025-03**-An Ordinance amending the Mission Township Subdivision Ordinance regarding Administrative Subdivisions – The Planning Commission conducted a Public Hearing during which no one spoke for or against the proposed ordinance. The Commission had discussion on the ordinance with no amendments proposed. B. Steele made a motion **(2)** to recommend adoption of the ordinance to the Town Board, second by E. Lee. Voice vote with all commissioners voting aye. Motion passed.

**2. Consideration of a Preliminary Plat for “Turtle Bay” with 2 total lots – Parcel 77010540.** The Commission reviewed the staff packet prepared by Zoning Administrator Scott Saehr. Applicants Ray & Mary Zabilla offered comments on the preliminary plat and responded to questions. The chair opened the Public Hearing and resident Tom Pavek offered comments and questions which were addressed by the applicants. The Chair then closed the Public Hearing. Following discussion by the Commission, B. Steele made a motion to recommend adoption of Resolution 2025-19 Approving the Preliminary Plat of “Turtle Bay” to the Town Board, second by E. Lee. Voice vote with all commissioners voting aye. Motion passed.

There was no other business presented to the commission.

**Adjournment** - E. Lee made a motion **(4)** to adjourn the December 8<sup>th</sup>, 2025, Mission Township Planning Commission meeting at 6:12 pm, second by J. Auge. Voice vote with all commissioners voting aye. Motion carried and the meeting was adjourned at 6:12pm.

Respectfully Submitted,

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Naomi Scott  
Clerk

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Jon Auge  
Attest: Chair