

CALL TO ORDER: Chair Jarvis called the meeting to order at 5:30 PM. Glasbrenner affirmed proper notice. Members present: Karin Tepley, Ryan Cairns, Chris Jarvis, and Duane Welte. Members absent: Mark Jelinek and Ray Wilson. Others Present: Attorney Michael Windle, DPW Jasen Glasbrenner, Clerk/Treasurer Misty Molzof, Aaron Unbehaun, and Ryan Pluemer.

APPROVAL OF AGENDA: Motion by Cairns, second by Welte, to approve the agenda changing the type from meeting time at 5:30 am to 5:30 pm, and the garden shed square footage from 192 sq. ft to 256 sq. ft. Motion carried unanimously by voice vote.

APPROVAL OF MINUTES: Motion by Cairns, second by Tepley to approve the May 27, 2026, meeting minutes as presented. Motion carried unanimously by voice vote.

DISCUSSION AND ACTION ITEMS

Public Hearing for the Conditional Use Permit Application of Ryan & Megan Pluemer for the Construction of a 192ft² Garden Shed at 1235 Arbor Lane (Tax Parcel 276-1742-4500): Chair Jarvis opened the public hearing at 5:35 pm. Ryan Pluemer, 1235 Arbor Lane, stated that he changed the plan on Tuesday, June 23rd from 192 sq. ft. to 256 sq. ft. replacing the proposed 12'X16' shed with a 16'X16' shed. After three requests for public participation and receiving none, Chair Jarvis closed the public hearing at 5:38 pm.

Consider the Conditional Use Permit Application of Ryan & Megan Pluemer for the Construction of a 192ft² Garden Shed at 1235 Arbor Lane (Tax Parcel 276-1742-4500): *Motion by Jarvis, second by Cairns, to recommend to the Common Council approval of the conditional use permit for 1235 Arbor Lane, Tax Parcel #276-1742-4500, Ryan and Megan Pluemer with the following conditions:*

- 1. The accessory structure shall be used solely for the storage of personal lawn, garden, and household equipment incidental to the residential use of the property. The structure shall not be used for any commercial, business, or habitation purpose.*
- 2. The accessory structure shall not exceed 256 square feet in floor area (16' × 16'). If the structure exceeds fifteen (15) feet in height above ground level, it constitutes a separate conditional use under 402.04(13) and shall require additional review and approval.*
- 3. The structure shall comply with all detached accessory building setback requirements of 402.05(8), including a minimum of three (3) feet from any side or rear lot line (measured to the foundation or wall) and one and one-half (1.5) feet to any roof, eave, or eaves trough.*
- 4. The structure shall be located entirely within the rear yard and shall not encroach upon any recorded easement.*
- 5. Roof drainage and stormwater runoff from the structure shall be managed on-site and shall not be directed onto adjoining properties, consistent with § 400.07(7).*
- 6. Only one (1) accessory building other than a private garage is permitted on the lot; this permit authorizes that single structure.*

Motion carried unanimously by voice vote.

Review of Zoning Code and Specific Water Runoff Regulations: *No Action.*

Attorney Windle stated that there is extensive case law on this issue. Courts have generally ruled that a property owner is not liable for water runoff onto a neighboring property unless the runoff was intentionally caused. He advised that if the Commission wishes to see changes made to the existing ordinance, a more general or flexible standard would be the better legal approach. DPW Glasbrenner stated that the existing ordinance creates some enforcement challenges. He noted that whether the City should, or even legally can, enforce the ordinance is highly dependent on the specific circumstances of each situation.

COMPREHENSIVE PLAN: Glasbrenner stated that from an Economic Development standpoint, staff are consistently working on implementation of the Comprehensive Plan including grants through WEDC, who was in town today touring various locations; Panorama has started pouring concrete; and collaboration with the County is strengthening for the campus redevelopment.

REPORTS / UPDATES: None.

FUTURE AGENDA ITEMS

- Review Rough Draft R-1/2 Ordinance
- Elect and Vote on Chair of the Commission at the next meeting.

SET NEXT MEETING DATE The next meeting was scheduled for Wednesday, July 22nd at 5:30 PM.

ADJOURNMENT Motion by Cairns, second by Welte to adjourn. Motion carried unanimously by voice vote. The meeting adjourned at 6:06 PM.

Minutes recorded by Misty Molzof