

**PLAN COMMISSION
MINUTES
November 10, 2025**

The Plan Commission met at 4:33 p.m. on the above date in the Council Chambers.

The following members were present: Mayor Stocks, Alderman Blanke, Beyer, Kneser, Krueger (virtual), Lampe, Levi, Zirbes

Also in attendance: Margie Walsh, Jeff Walsh, Brad Grooms, and Mark Tomashek

1. Call to order (4:31pm)

2. Approval of Minutes

A. Plan Commission minutes October 27, 2025

Motion to approve Plan Commission minutes dated October 27th was made by Kneser and seconded by Levi, passed on unanimous voice vote.

3. Business

A. Public Hearing: 1040 Richards Avenue— request for a Conditional Use Permit (CUP) for an exception to allowed exterior building materials under Exterior Construction Materials Section § 550-121F

Margie Walsh was present to answer any questions on the application.

B. Review and take action: 1040 Richards Avenue— request for a Conditional Use Permit (CUP) for an exception to allowed exterior building materials under Exterior Construction Materials Section § 550-121F

The applicant is requesting to put a corrugated steel shed on their property and a CUP is required due to steel siding being prohibited in the city code. Levi had a question on the color, size and use of the shed. Blanke asked for clarification on the location of the shed on the property.

Motion to approve the CUP was made by Blanke, seconded by Lampe and passed on a unanimous voice vote.

C. Review and take action: 115 Hyland Street Certified Survey Map (CSM) Request

Brian Zirbes presented the request for a CSM for 115 Hyland Street to combine three lots into one. Lampe asked if there were plans for the property and the surveyor answered the owner plans to build a garage on the property.

Motion to approve with the CSM with the condition that the drainage easement from 1924 on the southern part of the property be added was made by Blanke, seconded by Beyer and passed on a unanimous voice vote.

D. Review and take action: N8451 Hustisford Road Extraterritorial Certified Survey Map (ET CSM) Request

Brian Zirbes presented the request for a CSM for N8451 Hustisford road noting that the proper right of way was noted on the CSM.

Motion to approve with the condition that the signature line for the mayor and clerk be added was made by Blanke, seconded by Lampe and passed on a unanimous voice vote.

E. Review and take action: 1838 River Drive Hanger Lease and Building Review

Brian Zirbes presented the request for a lease for a new airport hangar. He noted that the address for the hangar should be 1820 rather than 1838. Levi asked if the lease has

already been approved by the Airport Commission and Zirbes noted that it was. Beyer asked if the lease goes next to the council or to finance and then council. Mayor Stocks will get clarification and have it brought to the proper agenda.

Motion to approve with the condition that the address be changed to 1820 was made by Levi, seconded by Kneser and passed on a unanimous voice vote.

All materials discussed at this meeting can be found at:

https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded_file/5330/COW/6126983/November_10_2025_Plan_Commission_Meeting_Packet.pdf

4. Adjournment

Motion to adjourn was made by Lampe and seconded by Kneser and passed on a unanimous voice vote. (4:47pm)

Respectfully Submitted,

Alderman Brad Blanke