

**PLAN COMMISSION
MINUTES
June 23, 2025**

The Plan Commission met on the above date in the Council Chambers.

The following members were present: Mayor Stocks, Alderman Blanke, Beyer, Kneser, Lampe, Levi, Talaga, Zirbes

Also in attendance: Angela Brzowski, Jim Becker, Chris Oddo, Sonia Merkt, Perio Perez, Mason Becker

1. Call to order

2. Approval of Minutes

A. Site Plan Review minutes June 9, 2025

Motion to approve Site Plan Review minutes was made by Lampe and seconded by Levi, passed on unanimous voice vote.

3. Business

A. Public Hearing: 309 S. Third Street (307 S. Third Street) – request for a Conditional Use Permit (CUP) for Exterior for an exception to allowed exterior building materials under Section §550-121F

No public comment.

B. Review and take action: 309 S. Third Street (307 S. Third Street) – request for a Conditional Use Permit (CUP) for Exterior for an exception to allowed exterior building materials under Section §550-121F

Chris Oddo was present and representing the owners of Los Perez market. He presented the plan to update the storefront and add a second kitchen to 309 S. Third St.

Motion to approve with no conditions was made by Blanke, seconded by Kneser and passed on a unanimous voice vote.

C. Initial Review and Set Public Hearing Date: Parcel #291-0815-0832-005 Hwy A/Milford Street rezone from PO, Planned Office and Institutional to PI, Planned Industrial

Brian Zirbes presented the request for rezoning of the noted parcel. Mason Becker was present to further expand on the request to change the zoning to planned industrial for future marketing and sale. Motion to set the public hearing date for July 15, 2025 was made by Lampe, seconded by Beyer and passed on a unanimous voice vote.

D. Initial Review and Set Public Hearing Date: 213 S. First Street rezone from Multi-Family Residential (MR-8) to Central Business (CB)

Brian Zirbes presented the request to change the zoning for 213 S. First St. to facilitate combining this with existing parcels to allow for the razing of the existing structure and add parking for the adjacent business. Mr. Levi requested to be recused from this portion of the meeting due to his relationship with the law firm representing the property owner.

Motion to set the public hearing date for July 15, 2025 was made by Kneser, seconded by Talaga and passed on a 6-0 voice vote.

E. Review and take action: 110 S. Church Street Certified Survey Map (CSM)

Brian Zirbes presented the request for a CSM for 110 S. Church St. to combine two existing parcels to facilitate the razing of existing structures and expansion of the parking lot.

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

F. Review and take action: 110 S. Church Street site plan review

Brian Zirbes summarized the request to raze two existing structures and expand the parking lot with an additional 66 parking stalls. Angela Brzowski was present on behalf of the Catholic Parish to discuss the need for additional parking and the overall plan.

Motion to approve with the conditions that an erosion control plan and stormwater permits be forwarded to the city and that a lighting and photometric plan that meets city requirements be forwarded to the city was made by Blanke, seconded by Kneser and passed on a unanimous voice vote.

G. Review public hearing comments and make recommendation to Common Council: Text Amendments to Chapter 545 Subdivision of Land

There were no public comments from the hearing. Brian Zirbes presented a refresher on the changes that are being proposed in the Text Amendments to Chapter 545.

Motion to forward to Common Council with a positive recommendation was made by Talaga, seconded by Levi and passed on a unanimous voice vote.

H. Review public hearing comments and make recommendation to Common Council: Text Amendments to Chapter 550-150 Community Entry Corridor Overlay Zoning District

Brian Zirbes presented that there is a correction to Chapter 550-150 in the introduction section to provide clarity.

Motion to forward to Common Council with a positive recommendation was made by Blanke, 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/5788312/June_23_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.

Respectfully Submitted,

Alderman Brad Blanke