

PLAN COMMISSION

MINUTES

September 08, 2025

The Plan Commission met at 4:30p.m. on the above date in the Council Chambers.

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

Also in attendance: John Seeber, Jim Ortega, Bill Edington, Richard Fitzgerald, Jim Waack, Tim Crum, Tim Luetzow, Jared Simon, Gabe Wollenburg, Tim Mueller, Sue Mueller, Sue Brost, Amy Liesch, and Sandy Werner

1. Call to order (4:31pm)

2. Approval of Minutes

A. Site Plan Review minutes August 25, 2025

B. Plan Commission minutes August 25, 2025

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

3. Business

A. Public Hearing: 1300 Western Avenue— request for a Conditional Use Permit (CUP) for Indoor Institutional under Section §550-51C and a Site Plan Review

Gabe Wollenburg spoke in opposition to the proposal citing the parking concerns in the area with events at Luther Prep causing considerable congestion in the area with many visitors using the nearby streets as overflow parking.

B. Review and take action: 1300 Western Avenue— request for a Conditional Use Permit (CUP) for Indoor Institutional under Section §550-51C and a Site Plan Review

Brian Zirbes presented the request for the CUP for 1300 Western Avenue for a new performing arts center. An additional 45 new parking stalls will be added to the existing 130 stalls, which meets the requirement of 1 space per 3 patrons at maximum capacity.

Jim Waack was present to describe the project and address the concerns brought forward on the parking issue. He noted that there will be no additional events on campus and they are simply moving the existing events to a more modern facility. Mr. Levi expressed his concerns with the parking in the area of the campus and the possibility of adding additional parking on campus. Mr. Krueger clarified that the plan presented complies with the ordinance. Mr. Blanke added that this will add 45 parking spaces on campus that will help alleviate the current parking congestion.

Motion to approve the CUP with no conditions was made by Blanke, seconded by Krueger and passed on a 5-1 roll call vote with Levi voting no.

C. Public Hearing: 1400 N. Second Street – request for a Conditional Use Permit (CUP) for an Accessory Dwelling Unit (ADU) under Section §550-24C(2)(b) and Section §550-56AA

No public comment.

D. Review and take action: 1400 N. Second Street – request for a Conditional Use Permit (CUP) for an Accessory Dwelling Unit (ADU) under Section §550-24C(2)(b) and Section §550-56AA

Brian Zirbes presented the request for a CUP for 1400 N. Second St. accessory dwelling unit. Sandy Werner was present to answer questions about the project from the commission members. She explained the need for this due to the need to be on site to care for an elderly family member.

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

E. Public Hearing: 301 S. Church Street – request for a Conditional Use Permit (CUP) for an exception to allowed exterior building materials under Section §550-121F

Mr. Hertel spoke in opposition of the property due to the construction material snad its proximity to the historic district.

- F. Review and take action:** 301 S. Church Street – request for a Conditional Use Permit (CUP) for an exception to allowed exterior building materials under Section §550-121F

Brian Zirbes presented the request for a CUP for 301 S. Church St. for the exception to exterior building materials to use corrugated steel siding for a garage on the property. Richard Fitzgerald was present to answer questions from the commission and clarify the plan for the site. He noted that his property is not in the historic district but it does border the district.

Motion to approve with no conditions was made by Krueger, seconded by Blanke and passed on a unanimous roll call vote.

- G. Public Hearing:** 415 Humboldt Street – request for a Conditional Use Permit (CUP) for exceeding the maximum height of 15 feet for an accessory structure under Section §550-83C, an accessory structure exceeding a total of 1,000 square feet under Section §550- 56C(1)(b)[1], and an exception to allowed exterior building materials under Section §550-121F

No public comment.

- H. Review and take action:** 415 Humboldt Street – request for a Conditional Use Permit (CUP) for exceeding the maximum height of 15 feet for an accessory structure under Section §550-83C, an accessory structure exceeding a total of 1,000 square feet under Section §550- 56C(1)(b)[1], and an exception to allowed exterior building materials under Section §550-121F

Brian Zirbes presented the request for a CUP for 415 Humbolt Street for the items noted above.

Motion to approve with the condition that the maximum height be no more than 18 feet was made by Blanke, seconded by Beyer and passed on a unanimous voice vote.

- I. Review and take action:** 401 Bernard Street Site Review

Brian Zirbes presented the request for a Site Review for 401 Bernard Street for façade review, addition of an overhead door, and resurfacing of the parking lot. Kneser asked if the city required consistency in the color of the signs on a building and Mr. Zirbes pointed out that the city has nothing in the ordinance that requires this.

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

- J. Review and take action:** 120 Kuckkan Lane – Certified Survey Map (CSM)

Brian Zirbes presented the request for a CSM for 120 Kuckkan Lane combining 2 lots into one to accommodate a solar array.

Motion to approve with the conditions that the airport approach elevation of 968 feet be added and that the acreage of lot 1 be added to the CSM map was made by Beyer, seconded by Krueger 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/6009933/September_8_2025_Plan_Commission_Meeting_Packet.pdf

4. Adjournment

Motion to adjourn was made by Blanke and seconded by Levi and passed on a unanimous voice vote.
(5:14pm)

Respectfully Submitted,

Alderman Brad Blanke