

## PLAN COMMISSION

### MINUTES

April 28, 2025

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

The following members were present: Alderman Blanke, Beyer, Kneser, Krueger, Lampe, Zirbes

Also in attendance: Mason Becker, Pat Werner, Ryan Wagner, Ritchie Piltz

**1. Call to order (4:30pm Alderman Blanke serving as chair)**

**2. Approval of Minutes**

**A. Plan Commission minutes March 10, 2025**

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

**3. Business**

**A. Public Hearing:** 1684 S. Church Street – Request for a Conditional Use Permit (CUP) for Indoor Institutional for a licensed adult day care under Section 550-51C

Broker for the property was present to answer questions.

Lampe encouraged that a sign be put on the building that is not a banner. Comment was made that this is being done.

**B. Review and take action:** 1684 S. Church Street – Request for a Conditional Use Permit (CUP) for Indoor Institutional for a licensed adult day care under Section 550-51C

Brian Zirbes presented the request for a CUP for 1684 S. Church Street noting that no work needs to be done on the interior and the request meets all requirements for indoor institutional land use.

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

**C. Review and take action:** 1413 & 1415 Grandview Court – Certified Survey Map (CSM) Request

Brian Zirbes presented the request for a CSM to combine two existing platted lots. He noted there is a stormwater drainage easement that will need to be relocated and the airport protection zone elevation will need to be noted on the CSM. Four conditions have been requested and are as follows: require a revised grading plan and easement relocation, add the drainage easement responsibilities and the airport approach zone to the CSM, and correct the signature page to add signature lines for the mayor and clerk.

Motion to approve with the noted conditions was made by Lampe, seconded by Kneser and passed on a unanimous voice vote.

**D. Review public hearing comments and make recommendation to Common Council:** 100 E. Division Street Rezoning

Brian Zirbes summarized the comments from the public hearing and citizen concerns about parking, traffic, building height shading parcels to the north, and the building overlooking the meat processing facility. Staff recommended approval with the following conditions: The pending rezoning of these parcels to a Planned Development Overlay (PD) Zoning GDP/PIP is approved by the Common Council, the pending vacation of a portion of Cole St is approved by the Common Council, the pending CSM associated with these parcels is approved by the Plan Commission.

Motion to make a positive recommendation to the Common Council with the noted conditions was made by Krueger, seconded by Blanke and passed on a unanimous voice vote.

**E. \*This item has been repealed at the request of the applicant\*** Review public hearing comments and make recommendation to Common Council: 100 E. Division Street PD Overlay Map Amendment

**F. Review public hearing comments and make recommendation to Common Council:** Zoning Ordinance Text Amendment – Central Business Apartments

Brian Zirbes summarized this as the removal of the central business apartment land use from the code. There was no public comment from the public hearing.

Lampe voiced concern over the removal of language referencing historic sites from the code specifically referencing first floor apartments. Zirbes pointed out that first floor apartments will still not be an allowed use without a planned development overlay.

Motion to make a positive recommendation to council was made by Krueger, seconded by Blanke and passed on a unanimous voice vote.

**G. Review and take action:** 1 E. Main Street Site Review of Plaza Phase II ADA Compliant Ramp and Stairs & 112 S. First Street Parking Lot Reconstruction

Ritchie Piltz presented the plan to reconstruct the South First St. parking lot and the construction of the ADA compliant ramp from the plaza to the parking lot and boardwalk. Lampe shared that this area closed in 2019 and that she is very happy to see these two projects moving forward.

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

**H. Review and take possible action:** Purchase portion of 1020 East Main Street for 2026 Dewey Avenue STP – Urban Reconstruction Project

Andrew Beyer and Ritchie Piltz presented the need to purchase a small portion of land for increased right of way to construct an ADA compliant curb ramp.

Motion to approve was made by Lampe, seconded by Krueger and passed on a unanimous voice vote with Beyer abstaining.

**I. Review and take action: Offer to Purchase Parcel No. 14-291-0915-2132-003 and 14-291-0915-2132-004**

**2.** Convene into closed session per § 19.85(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Parcel No. 14-291-0915-2132-003, 14-291-0915-2132-004)

Motion to convene into closed session was made by Kneser, seconded by Beyer and passed on a unanimous roll call vote.

**3.** Reconvene into open session

**4.** Review and take action: Approve or Deny to negotiate selling of Parcel No. 14-291-0915-2132-003, 14-291-0915-2132-004

Motion to approve negotiation of the selling of the listed parcels with negotiation to be facilitated by the finance committee was made by Krueger, seconded by Lampe and passed on a unanimous roll call 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/5570152/April\\_28\\_2025\\_Plan\\_Commission\\_Meeting\\_Packet.pdf](https://core-docs.s3.us-east-1.amazonaws.com/documents/asset/uploaded_file/5330/COW/5570152/April_28_2025_Plan_Commission_Meeting_Packet.pdf)

**4. Adjournment**

Motion to adjourn was made by Kneser and seconded by Lampe and passed on a unanimous voice vote. (5:11pm)

Respectfully Submitted,

Alderman Brad Blanke