

**PLAN COMMISSION
MINUTES
August 25, 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, Lampe, Levi, Talaga, Zirbes

Also in attendance: John Seeber, Tammy Linville, Matt Pitzner, Carrier Pitzner, and Sherry Filenius

1. Call to order (4:31pm)

2. Approval of Minutes

A. Site Plan Review minutes August 11, 2025

B. Plan Commission minutes August 11, 2025

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

3. Business

A. Public Hearing: 114 Boomer Street – request for a Conditional Use Permit (CUP) for an Accessory Dwelling Unit under Section § 550-25C(2)(b) and Section § 550-56AA

Tammy Linville the owner of 114 Boomer Street was present to speak in favor of the CUP for 114 Boomer Street.

B. Review and take action: 114 Boomer Street – request for a Conditional Use Permit (CUP) for an Accessory Dwelling Unit under Section § 550-25C(2)(b) and Section § 550-56AA

Brian Zirbes presented the request for the CUP for the location indicated.

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

C. Public Hearing: 1508 Doctors Court - request for a Conditional Use Permit (CUP) for Indoor Commercial Entertainment under Section §550-30B(2)(i)

Sherry Filenius the petitioner was present to speak in favor of the CUP for 1508 Doctors Court. Matt Pitzner, owner of the building, also spoke in favor of the CUP.

D. Review and take action: 1508 Doctors Court– request for a Conditional Use Permit (CUP) for Indoor Commercial Entertainment under Section §550-30B(2)(i)

Brian Zirbes presented the request for a CUP for 1508 Doctors Court.

Motion to approve with the CUP was made by Kneser, seconded by Beyer and passed on a unanimous voice vote.

E. Public Hearing: 1412 Oconomowoc Avenue – request for a Conditional Use Permit (CUP) for an accessory structure under Section §550-83C, for a combination of accessory structures exceeding a total of 1,000 square feet under Section §550-56C(1)(b)[1], for exceeding a total of three residential accessory structures under Section §550-56C(1)(b)[3], and or an exception to allowed exterior building materials under Exterior Construction Material Standards Section §550-121F

Edward Brunning, the property owner, spoke in favor of the CUP for 1412 Oconomowoc Avenue.

F. Review and take action: 1412 Oconomowoc Avenue – request for a Conditional Use Permit (CUP) for an accessory structure under Section §550-83C, for a combination of accessory structures exceeding a total of 1,000 square feet under Section §550-56C(1)(b)[1], for exceeding a total of three residential accessory structures under Section §550-56C(1)(b)[3], and or an exception to allowed exterior building materials under Exterior Construction Material Standards Section §550-121F

Brian Zirbes presented the request for a CUP for 1412 Oconomowoc Avenue noting that there are 3 CUPs for consideration as noted above (exceeding 1,000 sq. ft., exceeding height requirement, and exception to exterior building materials).

Motion to approve all three CUPs with the condition that the building height not exceed 22 feet was made by Blanke, seconded by Lampe and passed on a unanimous voice vote.

G. Review and take action: 415 Humboldt Street – Certified Survey Map (CSM) request

Brian Zirbes presented the request to create a two lot CSM for 415 Humboldt Street, he noted that the airport approach elevation needs to be added to the CSM and that a note on groundwater be added along with an easement for access for maintenance for the creek on the property.

Motion to approve with the conditions that the airport approach elevation be added, a note on groundwater be added, and the property owner work with the stormwater manager on language for a maintenance easement along the creek for city access was made by Beyer, 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/5990747/08.25.2025_PC_Packet_Amended.pdf

4. Adjournment

Motion to adjourn was made by Lampe and seconded by Levi and passed on a unanimous voice vote.
(4:54pm)

Mayor Stocks thanked Alyse Talaga for her service on the Plan Commission as this was her last meeting.

Respectfully Submitted,

Alderman Brad Blanke