



PLAN COMMISSION MEETING MINUTES

October 22, 2025 at 1:00 PM

Village Hall, Ebe Auditorium

8811 Campus Drive, Mount Pleasant, WI 53406

Staff Present: Community Development Director Sam Schultz, Planner II Robin Palm, and Village Treasurer Brandi Baker.

A. CALL TO ORDER

Chairperson Maier called the meeting to order at 1:02 PM.

B. ROLL CALL

B. Baker performed roll call. Commissioner Basil, Commissioner Bozinovski, Trustee Washburn, Chairperson Maier. Commissioner Risler and Trustee Bhatia were excused,

C. MEETING MINUTES

1. September 17, 2025

Motion by Trustee Washburn to approve the minutes of the September 17, 2025 meeting. Motion seconded by Commissioner Bozinovski. On voice vote, motion carried 4-0.

D. OLD BUSINESS

E. NEW BUSINESS

E.1 Ordinance 14-2025: 6617 Washington Avenue Zoning Map Amendment; ZMA-25-09

Planner II Robin Palm discussed that the applicant proposed to amend the zoning map for 6625 and 6617 Washington Avenue (STH 20) from RL (Low Density Residential) to C-2 (Moderate Intensity Commercial) in order to expand the business currently operating under a home occupations class B permit. The village staff added the other five parcels to match the same amendment. Those parcels either already contain businesses, such as 6611, 6533, and 6525 Washington Avenue, or are currently marketed as commercial, such as 6409 and 6401 Washington Avenue. 6525 Washington Avenue is also currently split zoned, which is no longer permitted after the 2020 zoning code update. The Comprehensive Plan lists all of these properties as Mixed Residential/Commercial. Given their locations on a state trunk highway, it is unlikely that these properties will have future RL uses. Therefore, the staff included these parcels in the ordinance to clean up the zoning map and allow for easier redevelopment of the subject parcels.

Commissioners discussed the traffic impact and the access onto Washington Ave. Concerns regarding the driveway size were raised, this will depend on the type of business that might come in the future.

Motion by Commissioner Bozinovski to recommend approval of Ordinance 14-2025: 6617 Washington Avenue Zoning Map Amendment; ZMA-25-09. to the Village Board. Motion seconded by Trustee Washburn. On voice vote, motion carried 4-0.

E.2 1501 Meadowlane Avenue Certified Survey Map; CSM-25-08

Community Development Director Sam Schultz discussed that the applicant applied to divide the property into two lots. The division removes a double-frontage lot, and the new lot configuration matches the lots north and south of the subject property. Commissioners discussed the sidewalks for this property and the surrounding neighborhood. Motion by Trustee Washburn to recommend approval of 1501 Meadowlane Avenue Certified Survey Map; CSM-25-08 subject to removing the requirement for sidewalk on Meadow Lan, but keeping the sidewalk requirement on Emmertsen Road. Motion seconded by Commissioner Basil. On voice vote, motion carried 4-0.

E.3 6611 Spring Street Certified Survey Map; CSM-25-09

Community Development Director Sam Schultz discussed that the application proposed splitting the existing lot into six lots and two outlots. Lots 1 through 4 would be available for development under the existing RM zoning district guidelines, which set a minimum of nine units per net acre Lot 5 contains the existing Aurora medical clinic. Lot 6 provides shared access to the western lots. Outlot 1 contains extra land, and Outlot 2

contains the stormwater pond that serves the site. Commissioners discussed the access points, ownership lots, lot lines and land division, lighting, and landscapes.

Representatives from the development; Lee Haramo, Carol Keane, and Jess Timmer were present and discussed the project and were available for any questions and comments that the Commissioners presented. These included the preliminary site plan, Lot 6, and right away access.

Motion by Trustee Washburn to recommend approval of 6611 Spring Street Certified Survey Map; CSM-25-09. Motion seconded by Commissioner Bozinovski. On voice vote, motion carried 4-0.

E.4 5312 Spring Street Certified Survey Map; CSM-25-10

Community Development Director Sam Schultz discussed that the applicant proposed splitting the existing lot into two lots. Parcel 1 contains an existing detached house, and Parcel 2 would be a new, developable lot. Commissioners had a brief discussed regarding the conditions outlined. Motion by Trustee Washburn to recommend approval of 5312 Spring Street Certified Survey Map; CSM-25-10 subject to the conditions noted by staff. Motion seconded by Commissioner Bozinovski. On voice vote, motion carried 4-0.

E.5 Resolution 11-2025

Community Development Director Sam Schultz discussed that the Village received a petition to discontinue the right-of-way described in the attached exhibit. The Village Board introduced the resolution during their meeting on September 22 and will act on the resolution on November 10. S. Schultz explained that only the four property owners are adjoining this public walk and no others would be affected. Motion by Trustee Washburn to recommend approval of Resolution 11-2025 for vacating the public way. Motion seconded by Commissioner Basil. On voice vote, motion carried 4-0.

E.6 Resolution 10-2025: Discontinuing a Portion of Megan's Way

Community Development Director Sam Schultz discussed that Village staff received a petition to discontinue a small portion of Megan's Way, which was slightly re-aligned during the Tivoli Green Phase II project.

Motion by Trustee Washburn to recommend approval of Resolution 10-2025: Discontinuing a portion of Megan's Way. Motion seconded by Commissioner Bozinovski. On voice vote, motion carried 4-0.

F. STAFF REPORTS

F.1 Update on housing bills in the Wisconsin Legislature

Due to no longer having a quorum. This item will be discussed at the next meeting.

- G. ADJOURN** Motion by Commissioner Basil to adjourn the meeting at 1:52PM. Motion seconded by Trustee Washburn. On voice vote, motion carried 4-0.