



## PLAN COMMISSION MEETING MINUTES

November 19, 2025 at 2:30 PM

Village Hall, Ebe Auditorium

8811 Campus Drive, Mount Pleasant, WI 53406

**Staff Present:** Community Development Director Sam Schultz, Planner II Robin Palm, Administrator Tami Simons, Director of Public Works/Village Engineer Tony Beyer, and Village Treasurer Brandi Baker.

### A. CALL TO ORDER

Chairperson Maier called the meeting to order at 2:30 PM.

### B. ROLL CALL

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

### C. OLD BUSINESS

1. October 22, 2025

Motion by Commissioner Risler to approve the minutes from the October 22, 2025 meeting. Motion seconded by Trustee Washburn. On voice vote, motion carried 4-0-2. Trustee Bhatia and Commissioner Bozinovski abstained.

### D. NEW BUSINESS

1. Recommendation of Carrington Blvd; Kilbourn Dr Certified Survey Map; CSM-25-11

Community Development Director Sam Schultz that the applicant applied to modify CSM 3524 to realign a small stretch of Kilbourn Drive and to dedicate 89 square feet to Carrington Boulevard. Both changes are minor, clean-up issues, and do not reconfigure the existing lots otherwise. The applicant plans to request the Village discontinue the change in right-of-way on Kilbourn Drive to match the new layout. The subject properties lie within Tax Incremental District No. 7, and the applicant currently markets them for sale. The village staff do not recommend any conditions for approval.

Motion by Trustee Washburn to recommend approval to the Village Board the Carrington Blvd; Kilbourn Dr Certified Survey Map; CSM-25-11. Motion seconded by Trustee Bhatia. On voice vote, motion carried 6-0.

2. Discussion on proposed updates to sidewalk ordinances

Community Development Director Sam Schultz led the discussion and looked for direction regarding updates to sidewalk ordinances. To moderate the concerns of the committees, the village staff recommend the following updates to the ordinance:

1. Expanding the existing In Lieu Of Fee ordinance to apply to urban street cross sections and allowing those property owners otherwise required to construct a sidewalk to pay into the program if they lie further than 1,200 feet away from a connecting sidewalk [This is the maximum block length identified in § 74-7.6(b)].

2. Disqualifying any sidewalks identified within a tax incremental district project plan or the village's Bicycle and Pedestrian Plan from the In Lieu Of Fee Program.

3. Requiring that developers install sidewalk at the time of platting, along with all the other required improvements listed within Chapter 74: Article VIII. The Plan Commission should consider whether this higher up-front cost balances their wish for a more connected network, sooner.

4. Installing and specially assessing for sidewalk installation to the nearest roadway intersection. This forces some adjacent property owners' hands but does complete that segment of the sidewalk to the next logical stopping point.

Trustee Bhatia expressed his concerns over who would pay the cost, losing front yard, and sidewalks not extending all the way down the road. Commissioner Basil commented that he agrees number three would be good for developers, thinks that sidewalks are good for the community, and inquired about the in Lieu of fee. Trustee Washburn asked for clarification on number 2, disagreed on number 3 discussed other solutions, inquired what the Public Works Committee thought of number 4. S. Schultz explained that they

feedback drafts after this meeting will be presented at their next meeting and then back to Plan Commission.

3. Discussion on proposed updates to Article 200: Overlay Districts

Community Development Director Sam Schultz led the discussion explaining that over the past year the village staff have administered multiple situations regarding shoreland setbacks along Lake Michigan that were very confusing to residents. These situations started conversations regarding the internal organization of our environmentally related zoning regulations, which lie in multiple different areas of the code.

To simplify the organization of these regulations, the village staff propose moving the following regulations under Article 200: Overlay Districts: Conservancy Districts, Bluff and Ravine Setbacks, Flood Protection, and Shoreland Protection. The Commission was supportive and asked if there would be a map. S. Schultz explained the GIS will be updated to show.

4. Discussion on proposed updates to residential zoning districts

Planner II Robin Palm led the discussion regarding the updates to residential zoning districts and the two issues of lot widths for twin and townhome units and overlap between dimensional standards and density requirements. Staff shared the possible approaches, offer a compliance path choice or relax dimensional limits. Commissioners felt this would be hard to visualize requested some examples.

**F. STAFF REPORTS**

None

**G. ADJOURN** Motion by Commissioner Risler to adjourn the meeting at 3:40 PM. Motion seconded by Trustee Bhatia. On voice vote, motion carried 6-0.

APPROVED