

**VILLAGE OF KIMBERLY
PLAN COMMISSION MINUTES
05/20/2025**

A meeting of the Village Kimberly Plan Commission was called to order on Tuesday, May 20, 2025, at 5:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave, by President Kuen.

Commissioners Present: President Chuck Kuen, Commissioners: Norb Karner, Michael Robach, Jeremy Freund, and Todd Schneider
Commissioners Excused: Dave Vander Velden and Nancy Bourassa
Staff Present: Deputy Clerk Erica Ziegert, Administrator/Director of Public Works Danielle Block and Community Development Director Sam Schroeder

Election of Vice-Chair

President Kuen nominated Norb Karner to serve as vice-chair, Commissioner Freund seconded the nomination. Motion carried by a 4-0 vote with Commissioner Karner abstaining.

Approval of Minutes from the 04-15-2025 Meeting

Commissioner Karner moved, Commissioner Freund seconded the motion to approve. Motion carried by unanimous vote.

Unfinished Business

None

New Business

Extraterritorial Certified Survey Map – W3110 Creekview Lane, Appleton, WI (Town of Buchanan)

Commissioner Karner moved, Commissioner Schneider seconded the motion to approve the proposed Extraterritorial Certified Survey Map as presented. Motion carried by unanimous vote.

Certified Survey Map – 103/109 W Kimberly Avenue

Commissioner Karner moved, Commissioner Robach seconded the motion to approve the updated one Lot Certified Survey Map located at 103-109 W Kimberly Ave as presented. Motion carried by unanimous vote.

Site & Architectural Review – 103/109 W Kimberly Avenue (New Construction – Dance Studio)

Commissioner Schneider moved, Commissioner Karner seconded the motion to approve the site plan and architectural components for Footworks Dance Company by Kim, LLC located at 103/109 W Kimberly Ave as presented, contingent upon the following: 1. Additional façade elements shall be considered prior to the issuance of building permits to break up the long expansive walls and roof line. 2. All lighting shall be full cutoff unless it is less than 1,200 lumens and meets Village Ordinance. 3. A solid fence shall be provided within the buffer yard and the proposed landscape materials shall not be less than 5 feet tall at the time of install. 4. Additional landscaping or planter boxes shall be provided along the front of the building. 5. The 3 foot asphalt strip along the alley shall be removed and blended with the green space. 6. Grading of

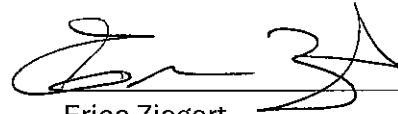
the site shall be verified to ensure no negative impacts to the surrounding residential development. 7. Any refuse beyond standard residential carts shall be screened from off-site view and be located in the rear of the building. Motion carried by unanimous vote.

Discussion: § 525-93: Accessory uses and structures and § 525-134: Definitions and word usage

Director Schroeder summarized the intent of the discussion as it relates to accessory uses and structures regarding total garage size allowance; attached and detached garages; and definition of "utility structure" (inclusion of gazebos and pergolas). General discussion ensued. The Commission directed staff to bring back an ordinance for consideration. There was no action taken on this item.

Adjournment

Commissioner Karner moved, Commissioner Freund seconded the motion to adjourn. Motion carried by unanimous vote at 5:22pm.

A handwritten signature in black ink, appearing to read 'Erica Ziegert', written over a horizontal line.

Erica Ziegert
Deputy Clerk
Dated 05/21/2025