

**VILLAGE OF KIMBERLY
PLAN COMMISSION MINUTES
07/15/2025**

A meeting of the Village Kimberly Plan Commission was called to order on Tuesday, July 15, 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, Nancy Bourassa, Dave Vander Velden and Todd Schneider

Commissioners Excused: None

Staff Present: Deputy Clerk Erica Ziegert, Administrator/Director of Public Works Danielle Block & Community Development Director Sam Schroeder

Approval of Minutes from the 06-17-2025 Meeting

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

Public Hearing

Commissioner Vander Velden moved, Commissioner Freund seconded the motion to convene to a public hearing. Motion carried by unanimous vote at 5:01pm.

With no comments brought forward, President Kuen called for a motion to close the hearing. Commissioner Karner moved, Commissioner Vander Velden seconded the motion to close the Public Hearing and reconvene into the regular meeting. The motion carried by unanimous vote at 5:02pm.

Unfinished Business

None

New Business

Preservation of Topography Exception – 310 Rivers Edge Drive

Commissioner Karner moved, Commissioner Schneider seconded the motion to approve the preservation of topography exception for 310 Rivers Edge Dr as presented. Motion carried by unanimous vote.

Site & Architectural Review – Gathering Hub – 728 Schelfhout Ln

Commissioner Karner moved, Commissioner Vander Velden seconded the motion to approve the site plan and architectural components for Gathering Hub located at 728 Schelfhout Ln as presented, contingent upon the following: 1. A letter from MSA or the Fire Department is provided accepting a reduced occupancy shall be provided. 2. Occupancy shall be reduced to 200 (37 on-site stalls plus half of the 7 shared stalls divided by 20% similar to Community Center Use) or an official agreement acceptable to the Village staff shall be provided with a neighboring property for a minimum of 10 parking stalls at 250 occupancy load or more if exception is not granted in order to meet the max occupancy load. 3. Noise dampening materials shall be

considered in the buildout of the interior as well as the landscaping along the western property line shall be maintained. 4. Any outdoor lighting improvements shall be full cut off and meet code. Motion carried by unanimous vote.

Ordinance No. 2, Series 2025 Amending Chapter 525, Zoning Code of the Village of Kimberly Municipal Code related to Referenced Fees

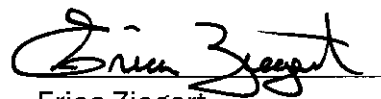
Commissioner Vander Velden moved, Commissioner Karner seconded the motion to approve Ordinance No. 2, Series 2025 Amending Chapter 525, Zoning Code of the Village of Kimberly Municipal Code related to Referenced Fees. Motion carried by unanimous vote.

Ordinance No. 3, Series 2025 Amending Chapter 514, Subdivision Code of the Village of Kimberly Municipal Code related to Referenced Fees

Commissioner Vander Velden moved, Commissioner Karner seconded the motion to approve Ordinance No. 3, Series 2025 Amending Chapter 514, Subdivision Code of the Village of Kimberly Municipal Code related to Referenced Fees. Motion carried by unanimous vote.

Adjournment

Commissioner Freund moved, Commissioner Karner seconded the motion to adjourn. Motion carried by unanimous vote at 5:13pm.



Erica Ziegert
Deputy Clerk
Dated 07/16/2025