

**VILLAGE OF KIMBERLY  
PLAN COMMISSION MINUTES  
09/16/2025**

A meeting of the Village Kimberly Plan Commission was called to order on Tuesday, September 16, 2025, at 5:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave, by President Kuen.

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

**Approval of Minutes from the 08-19-2025 Meeting**

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

**Public Hearing**

**Ordinance No. 7, Series 2025 Amending Chapter 525, Zoning Code of the Village of Kimberly Municipal Code related to Parking and Driveways**

Commissioner Karner 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 Bourassa 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**

**Site & Architectural Review – Freedom Fellowship Church – 724 S Railroad Street**

Commissioner Karner moved, Commissioner Robach seconded the motion to approve the site plan and architectural components for Freedom Fellowship Church located at 724 S Railroad Street as presented, contingent upon the following:

1. Parking is not permitted in the grass or gravel areas in the rear of the building. Any expanded parking beyond paving the gravel area for traffic flow, would require additional review. Furthermore, any future access between 724 S Railroad Street and the property to the south shall require review by the Village of Kimberly. 2. New outdoor lighting shall be installed within six months of occupancy and shall be full cutoff and meet Village ordinances. 3. Any future accessory structures shall meet ordinance and shall be submitted to the Village of Kimberly for approval. 4. Any dumpster or refuse shall be enclosed and out of view from off premise and shall be located in the rear of the building. Motion carried by unanimous vote.

**Ordinance No. 7, Series 2025 Amending Chapter 525, Zoning Code of the Village of Kimberly  
Municipal Code related to Parking and Driveways**

Commissioner Freund moved, Commissioner Karner seconded the motion to approve Ordinance No. 7, Series 2025 Amending Chapter 525, Zoning Code of the Village of Kimberly Municipal Code related to Parking and Driveways. Motion carried by unanimous vote.

**Adjournment**

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



Erica Ziegert  
Deputy Clerk  
Dated 09/17/2025