

**VILLAGE OF KIMBERLY
PLAN COMMISSION MINUTES
10/21/2025**

A meeting of the Village Kimberly Plan Commission was called to order on Tuesday, October 21, 2025, at 5:00pm in the Rick J. Hermus Council Chambers, 515 W. Kimberly Ave, by Commissioner Norb Karner.

Commissioners Present: Commissioners: Michael Robach, Jeremy Freund, Norb Karner, and Nancy Bourassa
Commissioners Excused: President Chuck Kuen and 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 09-16-2025 Meeting

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

Public Hearing

Public Hearing Planned Unit Development Amendment for Lot 27 of the Rivers Edge Subdivision

Commissioner Freund moved, Commissioner Robach seconded the motion to convene to a public hearing. Motion carried by unanimous vote at 5:02pm.

The following signed up and spoke against elements of the planned unit development amendment for Lot 27 of the Rivers Edge Subdivision:

Courtney Wells, 209 Rivers Edge Dr.

Patrick Buechel, 335 Rivers Edge Dr.

Jim Miller, 225 Rivers Edge Dr.

Kim Lintner, 215 Rivers Edge Dr.

Bryce Reckling, 275 Rivers Edge Dr.

Travis and Angela Williams, 295 Rivers Edge Dr.

Jessica Miller, 325 Rivers Edge Dr.

An email was also received and read by Director Schroeder from resident Amanda Secor, 410 Rivers Edge Rd.

No one signed up to speak in favor of the planned unit development amendment for Lot 27 of the Rivers Edge Subdivision.

Commissioner Freund moved, Commissioner Bourassa seconded the motion to close the Public Hearing and reconvene into the regular meeting. The motion carried by unanimous vote at 5:12pm.

Unfinished Business

None

New Business

Planned Unit Development Amendment for Lot 27 of the Rivers Edge Subdivision

Commissioner Freund moved, Commissioner Robach seconded the motion to approve the planned unit development amendment for Lot 27 of Rivers Edge Subdivision as presented including all conditions and original approvals with the following:

1. Additional architectural elements such as stone, brick, board and batten or shake shall be added to the building in both the front and rear facades of the dwellings to better fit with the surrounding development.
2. Minor modifications to the principal building shall be permitted upon review by the Village staff.
3. The principal building shall be setback a minimum of 25 feet from the adjacent properties.
4. Decks, patios, pergolas, and four-season rooms extended no more than 12 feet from the home, may be permitted along the north and south property lines and within the 25-foot setback as originally approved.
5. Prior to permits being issued, a landscape and grading and drainage plan shall be reviewed and approved by the Village similar to what is provided in the plans attached.

Discussion ensued including rentals vs owner occupied, landscaping, setbacks, and PUD meaning.

Commissioner Robach moved to amend the motion to remove four-season rooms from condition #4 and add require taller trees to be planted to condition #5. Motion dies due to lack of a second.

Commissioner Robach moved to amend the motion to remove the four-season rooms from condition #4 and require 10-foot trees to be planted to condition #5. Commissioner Freund seconded the motion. Motion carried by unanimous vote.

Discussion ensued regarding different types of landscape planting and concern with the 10-foot requirement not defining the intent of the motion.

Commissioner Freund moved to amend the motion to strike the 10-foot tree landscape requirement in condition #5 and add a minimum of 5 feet planting to provide screening between the property and neighboring developments. Commissioner Robach seconded the motion. Motion carried by unanimous vote.

Commissioner Freund moved, Commissioner Robach seconded the motion to approve the planned unit development amendment for Lot 27 of Rivers Edge Subdivision as amended including all conditions and original approvals with the following:

1. Additional architectural elements such as stone, brick, board and batten or shake shall be added to the building in both the front and rear facades of the dwellings to better fit with the surrounding development.
2. Minor modifications to the principal building shall be permitted upon review by the Village staff.
3. The principal building shall be setback a minimum of 25 feet from the adjacent properties.

4. Decks, patios, and pergolas extended no more than 12 feet from the home, may be permitted along the north and south property lines and within the 25-foot setback as originally approved.
5. Prior to permits being issued, a landscape and grading and drainage plan shall be reviewed and approved by the Village similar to what is provided in the plans attached and have a minimum of 5 feet planting to provide screening between the property and neighboring developments.

Motion carried by unanimous vote.

Adjournment

Commissioner Freund moved, Commissioner Robach seconded the motion to adjourn. Motion carried by unanimous vote at 6:09pm.



Erica Ziegert
Deputy Clerk
Dated 10/22/2025