

**VILLAGE OF KIMBERLY  
PLAN COMMISSION MINUTES  
11/18/2025**

A meeting of the Village Kimberly Plan Commission was called to order on Tuesday, November 18, 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, Dave Vander Velden, Norb Karner, Todd Schneider, and Nancy Bourassa  
Commissioners Excused: None  
Staff Present: Deputy Clerk Erica Ziegert and Community Development Director Sam Schroeder

**Approval of Minutes from the 10-21-2025 Meeting**

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

**Public Hearing**

None

**Unfinished Business**

None

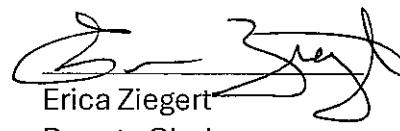
**New Business**

**Site & Architectural Review – Kim-Com Promotions LTD (Paperfest) located at 141 N Clark Street**  
Commissioner Vander Velden moved, Commissioner Karner seconded the motion to approve the site plan and architectural components for Kim-Con Promotions, aka Paperfest located at 141 N Clark Street as presented, contingent upon the following:

1. The noted terrace tree to be removed shall remain. 2. Areas not identified as outdoor storage or parking shall be stripped of any gravel, topsoiled and shall be restored with grass. Any future use of this area shall require the review by the Village Staff. 3. A grading and drainage plan shall be provided and approved by Village Staff to ensure proper drainage of the site and parking prior to restoration. 4. Any new lighting shall be full cut off and meet Village Ordinances. 5. Any new signage shall require a separate permit and approval by the Village Staff. 6. Any dumpster or refuse shall be enclosed, aesthetically constructed similar to the building, and out of view from off premise. 7. Minor modifications to the building and site plan are permitted with Village Staff review and approval. 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 11/19/2025