

CITY OF PLYMOUTH  
Downtown Design Guidelines Ad Hoc Committee  
Thursday, April 14, 2022 7:30 AM  
Fire Dept. Training Hall, 128 SMITH ST, PLYMOUTH, WI

Meeting Minutes

**Call to Order – Roll Call:** Mayor Pohlman called the meeting to order at 7:32 AM. On call of the roll, Mayor Pohlman, Lee Gentine, Joe Van Derven, and Ron Nicolaus were present. Alderman John Nelson, Alderman and Greg Hildebrand were absent. Interim-Administrator Austin, Tanya Williamson, and Brandon Robinson from Bay-Lake Regional Planning Commission were also present.

1. **Approval of Minutes from March 10, 2022 meeting:** Nicolaus moved to approve the minutes; Gentine seconded. Motion carried.
2. **Discussion regarding the March 31, 2022 open house at which the design guidelines and standards were presented to downtown property owners and the public:** Robinson reviewed the results with the committee.

To get better feedback from downtown business owners about the document, committee members will meet with them over the next several weeks (two members at most to avoid a quorum). Feedback from these discussions will be provided to Robinson to better able him to shape the guidelines and standards document as well as develop a road map for completion of the project.

The next meeting is scheduled for June 16, 2022 to review the revised document and road map.

3. **Communications – Letters, emails, or reports related to the Committee:**
4. **Adjourn:** Gentine moved to adjourn at 9:10 AM; Van Derven seconded. Motion carried.