

CITY OF PLYMOUTH
Downtown Design Guidelines Ad Hoc Committee
Thursday, September 8, 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 7:33 AM. On call of the roll, Mayor Pohlman, Lee Gentine, Joe Van Derven, John Nelson, and Greg Hildebrand were present. Jarin Gelhar and Ron Nicolaus were absent. Staff present were City Administrator/Utilities Manager Tim Blakeslee and Tanya Williamson. Brandon Robinson from Bay-Lake Regional Planning Commission was also in attendance.

1. **Approval of Minutes from August 11, 2022 meeting:** Hildebrand moved to approve the minutes; Van Derven seconded. Motion carried.
2. **Discussion regarding Design Guidelines and Standards document:** Robinson and Blakeslee spoke to the committee about the focus of the document. They feel the scope of the project has exceeded its original intent and encouraged the group to concentrate solely on the guidelines and standards, leaving other components for future consideration. Committee members will review Appendix A and provide input to Robinson prior to the next meeting.
3. **Communications – Letters, emails, or reports related to the Committee:**
4. **Adjourn:** Gentine moved to adjourn at 8:53 AM; Van Derven seconded. Motion carried.

Next meeting date will be October 13, 2022 at 7:30 AM.