

**CITY OF PLYMOUTH, WISCONSIN  
TUESDAY, MAY 13, 2025 COMMITTEE OF THE WHOLE MEETING  
COUNCIL CHAMBERS  
CITY HALL, 128 SMITH STREET**

**OFFICIAL MINUTES**

1. **Call to Order and Roll Call:** Mayor Pohlman called the meeting to order. On the call of the roll, to following were present: Diane Gilson, Jeff Tauscheck, Dave Herrman, Kevin Sande, Greg Hildebrand, John Binder and Mike Penkwitz. Also present: City Administrator/Utilities Manager Tim Blakeslee, Assistant Administrator/Community Development Director Jack Johnston, Director of Public Works Cathy Austin and City Clerk/Deputy Treasurer Anna Voigt.
2. **Approve the Minutes from April 29, 2025:** Motion was made by Binder/Herrmann to approve the minutes from April. A unanimous aye vote was cast. Motion carried.
3. **Non-Conforming Structures / Lot Discussion:** Assistant City Administrator/Community Development Director Johnston showed the committee the new zoning map on the County's website. Johnston explained that the current City Zoning code defines non-conforming structure in 13-1-221 as "any such structure conforming in respect to use but not in respect frontage, width, height, area, yard, parking, loading, or distance requirements shall not be considered a nonconforming use but shall be considered non-conforming with respect to those characteristics." Many older properties have become non-conforming structures over the years as updates to the City Zoning code were approved. Mayor Pohlman asked how the city will handle additions if someone added a two-car garage to their lot and the neighbor complains about placement of a structure? Johnston stated that the City Attorney would help craft the Ordinance. The addition could not increase the non-conformity or create a new non-conformity. The Ordinance wouldn't be written in a way that people who have a non-conforming structure to build all the way up to their property line. Sande asked if setbacks and impervious surface would set apply? Johnston stated that the ordinance would alleviate those issues. Hildebrand asked if that would eliminate some Board of Appeals meetings. Johnston stated that it would. Penkwitz asked if there would be a 9 ft setback for certain properties of if it would be different per property. Setbacks in the code would still apply to the addition. The code right now reads if you have a non-conforming structure, you can't have any sort of addition even if the addition would be conforming to this current city zoning code. Mayor Pohlman suggested that it be taken to Plan Commission. No one on the committee had an objection.
4. **Municipal Dam Update:** City Administrator/Utilities Manager Blakeslee updated the committee about the dam. The engineering and design are nearly complete and will be submitted to the WDNR for review by the beginning of July. The original project estimate was \$2.5 million. As design progressed and access to the western side of the dam was granted, it became clear that the project cost would increase due to additional design requirements. In the 2025 budget, the city planned for a project cost of \$3.14 million. (\$1.64 million from earmarks/grants and \$1.5 million from debt issuance) Now that final design is nearing completion, Ayres has provided an updated project estimate of \$3,471,00 an increase of \$331,000. Staff worked with WDNR to secure an additional \$227,000 matching in grant funding for the project. Ethan Smith from Ayres explained the dam and how it would be working. Mayor Pohlman asked to clarify for the audience if the current dam and retaining wall will be removed. Smith stated yes, the whole spillway and left

abutment will be removed and 90 ft of the left downstream wall will be removed and replaced. Binder asked how high the new wall be along the parking lot. Smith stated that it will be 42 inched above the 8 ft elevation. The railing will go on top of the wall. Sande asked if the cost sheet are estimates from Ayres and if bids have been taken yet. Smith stated bids have not been taken yet. Herrmann asked if inflation and tariffs increases are included in the budget. Smith stated there is a 20% contingency as part of the estimate.

5. **Adjourn:** Motion was made by Hildebrand/Tauscheck to adjourn the meeting. A unanimous aye vote was cast. Motion carried.