

City of Plymouth Plan Commission

OFFICIAL MINUTES

April 3, 2025

Mayor Pohlman called the meeting to order at 6:00 PM on April 3, 2025. The following members were present: Jane Meyer, Jeremy Schellin, Ron Nicolaus, John Wyatt, Greg Hildebrand, and Justin Schmitz. Also present: City Administrator/Utilities Manager Tim Blakeslee, Assistant City Administrator/Community Development Director Jack Johnston, Police Chief Ken Ruggles, Fire Chief Ryan Pafford, Director of Public Works Cathy Austin, and City Clerk/Deputy Treasurer Anna Voigt.

Alderman present but not acting in official capacity: John Binder and Mike Penkwitz

- 1.) **Approval of Minutes from March 6, 2025:** Motion was made by Nicolaus/Schmitz to approve the minutes. Upon the call of the roll, all voted aye. Motion carried.
- 2.) **Site Plan Seeking Approval; 3062 Kiley Way, Kensington Management, Inc. (dba Taco Bell) for exterior site plan improvements. Excel Engineering (enclosure):** Johnston explained that Taco Bell plans on doing minor updates, there are no alterations to parking lot or plan. The reason it has to come to Plan Commission is for the façade and painting of the building. There are minor updates to the interior but don't need Plan Commission approval, those are just building permits. Tricia Muellenbach from Excel Engineering explained that Taco Bell plans to do interior and exterior upgrades. This includes fresh paint, landscaping upgrades, fresh artwork, drive-thru upgrades and updated signage. Motion was made by Nicolaus/Schmitz to approve the site plan. Upon the call of the roll, all voted aye. Motion carried.
- 3.) **Site Plan Seeking Approval; 127 North Street, South Pier, LLC, for the construction of a 660 square foot detached garage.** Johnston explained that it is a standard project, the reason it has to go to Plan Commission instead a standard building permits because it is in the B-2 zoning district. There are no setbacks restrictions in B-2. The proposed garage appears to be proposed very close to the lot line of the adjacent property line. Motion was made by Wyatt/Nicolaus to approve the site plan from 127 North St., South Pier LLC. for the construction of a 600 sq. ft. detached garage. Wyatt asked if the garage on the lot line will be an issue in the future. Johnston stated that there are no setbacks in that district, but lot lines are confirmed. Wyatt asked why its staying in the district instead of making it residential. Johnston stated that property owners are typically the ones to request a rezone petition. Upon the call of the roll, all voted aye. Motion carried.
- 4.) **Site Plan Seeking Approval; 900 County Road PP (Plymouth Utilities), City of Plymouth, for the construction of a 12,000 square foot detached garage.** Blakeslee explained that Plymouth Utilities, owned by the City of Plymouth, has submitted a site plan review application for the construction of a new 12,000 sq. ft. detached garage for the storage of electric utility materials and vehicles. The project also requires Wisconsin Public Service Commission (PSC) approval prior to construction of the garage. Motion was made by Nicolaus/Schellin to approve the site plan for Plymouth Utilities 12,000 sq. ft. detached garage contingent on PSC approval. Schmitz asked if there was access to the new building from the original drive. Blakeslee stated that there is access from the original drive Austin added there will also be access from South St. Wyatt asked if that is included in the

original project cost. Austin stated that it was. Nicolaus asked if there would be a fence around the building. Blakeslee stated that the blue line on the plans is where the fence will be. Nicolaus followed up asking if the fence will be around the pond as well. Blakeslee responded no, the pond will not be enclosed. Pohlman added it will nice to see the shed being built. Upon the call of the roll, all voted aye. Motion carried.

- 5.) **Site Plan Seeking Approval; 128 Smith Street (Plymouth Police Department), City of Plymouth, for the construction of a 748 square foot detached garage.** Chief Ruggles explained the main reason for the request for the detached garage is to hold an extra patrol car, crime scene enclosed trailer, electric patrol bicycles and a training vehicle. As crime increased over the years the Police has needed space to process vehicles related to evidence. These vehicles need to be secured and not accessible to the general public. Currently a garage is being shared with DPW where public can see it and its difficult to always have room for a car. Ruggles stated the location of the garage will be located on the southeast corner of the back parking lot on Caroline St. This location is close to the Police Department and can be under surveillance. Motion was made by Hildebrand/Nicolaus to approve the site plan from the Police Department for a 748 sq. ft. detached garage. Blakeslee added the parking lot will be re stripped to allow traffic flow. Hildebrand asked if the garage will be built into the hill. Ruggles stated the DPW reshaped the hill and removed a block wall to allow for drainage. Ruggles added there are a few spots for snow removal from the parking lot. Upon the call of the roll, all voted aye. Motion carried.
- 6.) **Property Seeking a Comprehensive Plan Map Amendment Recommendation; from Agricultural to Industrial; Tax Parcel 59271822750 (southeast corner of STH 57 and CTH PP) Sargento Cheese, Inc.** Mayor Pohlman stated item 6 and 7 would be discussed at the same time, but voted on separately. Brett Kraemer explained Sargento purchased two parcels in the area that have been merged into one. At this time, they are just looking for a rezone. Pohlman asked if there are any process in the Comprehensive plan that would prohibit the rezoning? Johnston answered no, before the land can be rezoned the Comprehensive Plan Map has to updated from Agricultural to Industrial. Sargento is planning to rezone the property from A Agricultural to HI Heavy Industrial. There are some adjacent properties also zoned HI. Motion was made by Nicolaus/Schmitz to recommend Council approve the Comprehensive Plan Map change from Agricultural to Industrial. Upon the call, all voted aye. Schellin abstained. Motion carried.
- 7.) **Property Seeking Rezoning Recommendation; A petition to rezone ~66.27 acres of land on the existing parcel with tax-key 59271822750 (southeast corner of STH 57 and CTH PP). Property is currently zoned A Agricultural and seeking HI Heavy Industrial zoning district. Sargento Cheese, Inc.** Motion was made by Nicolaus/Schmitz to recommend Council approve a rezone of property 59271822750 from Agricultural to Heavy Industrial. Upon the call of the roll, all voted aye. Schellin abstained. Motion carried.
- 8.) **Certified Survey Map Recommendation; Existing parcels with Tax-keys 59271821046 & 9271821047 for a new certified survey map creating 2 parcels of 25.089 acres and 6.875 acres.** Joe Van Ess from Abacus Architects and Dave Biebel from SCEDC were there to speak about the project. Biebel explained that as part of the SCEDC 94 lot residential subdivision project, they are also proposing split off 6.875 acres of land for a separate developer. Duey Stroebel concept map is for the eventual build out

of nine, four-unit senior condominium housing units. The CSM was created to sell off the separate parcel and to be able to rezone it. Johnston added that item 8, 9 and 10 are all related to the same area of land. Mayor Pohlman asked if any of the items need to go to Council. Johnston stated that the petition for rezone is the only thing that needs to go to Council for approval. There is no need for a Comprehensive Plan Map Amendment. Motion was made Schmitz/Nicolaus to approve the Certified Survey Map to create 2 parcels. Upon the call of the roll, all voted aye. Motion carried.

9.) Property Seeking Rezoning Recommendation; A petition to rezone 6.875 acres of land on the existing parcel with tax-key 9271821047. Property is currently zoned R-5 Traditional Neighborhood and seeking R-4 Multi-Family Residential zoning district.

Duey Stroebel explained his concept map is to eventually build of nine, four-unit senior condominium housing units. As part of the plan Stroebel is seeking a rezone of the newly created 6.875-acre lot from R-5 traditional neighborhood to R-4 Multi Family Residential. Stroebel added the full parcel was zoned R-4 and this would bring the parcel back to what it was zoned as. Johnston added they will have to come back to Plan Commission in the future for a site plan review. Blakeslee added that the property to the south is Briarwood, which is similar housing development. Motion was made by Wyatt/Nicolaus to recommend Council rezone the 6.875 to R-4 Multi-Family Residential zoning district. Schellin asked if the if lot 2 is wide enough to have its own access or will it have a tie in to lot 1 bump out of road. Blakeslee stated that the preliminary drawings staff has seen it ties in with lot 1 and exits from lot 1. Schellin followed up with asking if there is any concern with creating a land locked pot and not having access. Blakeslee stated that the road will be a public street and the lots will have access. Upon the call of the roll, all voted aye. Motion carried.

10.) Preliminary Plat Seeking Approval; Tax-key 59271821046 and a portion of tax-key 59271821047(approximately 25.089 acres in total), regarding consideration for a preliminary plat for a 94-lot residential subdivision in the R-5 Traditional Neighborhood District. Sheboygan County Economic Development Corporation.

Blakeslee gave some background. The Common Council just approved an agreement with SCEDC to develop 94 single family homes. Part of that the Council agreed to use \$2 million of the affordable housing increment to help support that. The increment generated from this project is then going to help re establish the housing increment fund. Hopefully things will get kicked off with some groundwork later this fall. Johnston explained the process of preliminary plat approval. Motion was made by Nicolaus/Schmitz. Upon the call of the roll, all voted aye. Motion carried.

11.) Communication – Letters, E-mails, or reports Related to the Plan Commission (Chairman, Secretary, Plan Commission Members, City of Plymouth

Staff/Alderspersons): Motion was made by Nicolaus/Schmitz to adjourn the meeting. A unanimous aye vote was cast. Motion carried.