

City of Plymouth Plan Commission

OFFICIAL MINUTES

Mayor Pohlman called the meeting to order at 6:00 PM on May 1, 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, and City Clerk/Deputy Treasurer Anna Voigt.

Alderman present but not acting in official capacity: Kevin Sande

- 1.) **Approval of Minutes from April 3, 2025:** Motion was made by Wyatt/Nicolaus to approve the minutes. Upon the call of the roll, all voted aye. Motion carried.
- 2.) **Election of Vice-Chairman of Plan Commission as Required by PMC 2-4-5(e):**
Pohlman opened the floor for nominations for Vice-Chairman. Greg Hildebrand nominated himself for Vice-Chairman. There being no more nominations, motion was made by Wyatt/Schmitz to close nominations and elect Hildebrand as Vice-Chairman.
- 3.) **Site Plan Seeking Approval; 24 S. Highland Avenue, Zurn Properties, LLC (dba Precision Floors & Décor), for the construction of an 8,000 square foot expansion.**
Precision Floors & Décor: Brian Zurn from Precision Flooring explained that they have been needing to expand for 5 or 6 years now. They plan on having space for materials and providing space for training new employed installers. Mayor Pohlman asked staff if there are any future roadway concerns that this expansion would interrupt? Johnston stated that he talked with DPW Director Austin and there are currently no future plans for road expansion of Roberts Pl. Johnston added the applicant did ask during initial discussion about having driveway access to Robert's Pl. and that would not be allowed.
Motion was made by Nicolaus/Schmitz to approve the site plan of 24 S. Highland Ave., Zurn Properties, LLC for the construction of an 8,000 square foot expansion. Upon the call of the roll, all voted aye. Motion carried.
- 4.) **Site Plan Seeking Approval; 411 County Road PP, Masters Gallery Foods, Inc. for the expansion of an existing parking lot.** Tim Yeager from Masters Gallery explained they would like to add a parking lot to the south side of the building. Mayor Pohlman asked if they are taking away the hill. Yeager answered no, they will have to dig into it a little bit. A retention pond was built as big as it was in anticipation that they would have to do this at some point. Motion was made by Nicolaus/Wyatt to approve the site plan for 411 County Rd. PP, Masters Gallery Foods, Inc for the expansion of an existing parking lot.
- 5.) **Discussion and Possible Recommendation of Extraterritorial Certified Survey Map; N5806 County Road M, Plymouth, WI 53073 - located in the Town of Sheboygan Falls:** Item moved to next agenda
- 6.) **Discussion and possible motion; to amend the date and time of the previously scheduled Plan Commission meeting on July 3, 2025:** Motion was made by Nicolaus/Schmitz to move the July meeting date to July 10. Everyone voted aye, Schellin nay. Motion carried.
- 7.) **Communication – Letters, E-mails, or reports Related to the Plan Commission**
Blakeslee and Johnston introduced a future zoning map system staff is working on.

Motion was made by Nicolaus/Wyatt to adjourn the meeting. A unanimous aye vote was cast. Motion carried.