

MEETING:	REGULAR MEETING OF THE PLAN COMMISSION
DATE AND TIME:	Monday, July 24, 2023 6:30 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
Chairman Wolter called the meeting to order at 6:30 pm.
- II. **ROLL CALL:**
Chairman Dean Wolter, Commissioners Peter Nilles, Bill Shadid and Josh Tarantino. Commissioner Williams joined via Webex. Trustee Representative David Baum and Commissioner Tony Laszewski were absent and excused. Also in attendance were Community Development Director Jeff Retzlaff and Planning Assistant Lori Johnson.
- III. **PUBLIC INPUT/PUBLIC APPEARANCE:** *Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a three (3) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.*
The following residents spoke during public comment.
Melanie Smythe, N140 W17938 Cedar Lane
Scott Hefle, W159 N10514 Old Farm Road
Jan Miller, W151 N10297 Windsong Circle West

Please visit the Village's YouTube website to watch/listen to the recorded meeting for additional details: https://www.youtube.com/channel/UCOYp0EgELzTCa9X_iCohyhQ.
- IV. **APPROVAL OF MINUTES:**
 - A. July 10, 2023
MOTION Shadid second Tarantino to approve to Approve the Minutes from July 10, 2023
Commissioner Nilles said he would abstain because he was not at the meeting.
MOTION carried.
- V. **NEW BUSINESS:**

- A. Joseph & Suzanne Schuster, Applicants and Property Owners of W156 N10081 Pilgrim Road. Application for Historic Designation. (ACTION)
Director Retzlaff summarized the request for Historic Designation.

MOTION Shadid second Nilles to Approve the requested Historic Designation for the Schuster House property located at W156 N10081 Pilgrim Road.

Chairman Wolter thanked the applicants for coming forward.

MOTION carried unanimously.

- B. Hensley Foster, Applicant and Property Owner of N144 W14315 Pioneer Road. Application for Historic Designation. (ACTION)
Director Retzlaff summarized the request for Historic Designation.

MOTION Shadid second Nilles to Approve the requested Historic Designation for the Sunnyview Dairy Farm property located at N144 W14315 Pioneer Road.

Chairman Wolter said he appreciated the old photos and keeping the buildings the same as they originally were.

MOTION carried unanimously.

- C. Village of Germantown-2050 Comprehensive Plan Implementation: Holy Hill Gateway District & Freistadt District Master Plans - Preliminary Review of Consultant Proposals (DISCUSSION & ACTION)

Director Retzlaff asked Plan Commission members to review the 4 proposals before the August 14th meeting and select up to 3 companies to interview at an August 28th special meeting to ultimately make a recommendation to the Village Board. At the September meeting, the Village Board will be asked to review and select a proposal. The project will kick off in October.

Discussion followed. Director Retzlaff stated some firms commented that the proposed budget was not enough and 3 out of the 4 proposals did not include any significant transportation analysis but were willing to include an additional cost to provide one. Commissioner Shadid said he liked the idea of talking to the top players. Chairman Wolter agreed it was a good idea for the Plan Commission to conduct interviews. Discussion continued on funding for the project totaling approximately \$64,000, but it could be higher if the Village Attorney says some money can be spent from the TIF money, and only if the Village Board would feel comfortable doing that.

Commissioner Nilles asked if we should prioritize one area over another. Director Retzlaff stated priority should be given to the Freistadt District given the IGA and the utilities. He said the amount of wetlands in the district and railroads would need to be discussed. The Holy Hill Gateway District would be second and the Village Center District next. Director Retzlaff said he had reached out to SWRPC to see what they can provide as part of the plan including transportation scenarios.

No action was taken.

- D. University of Wisconsin Department of Planning & Landscape Architecture: Community Design & Planning Services Proposal. (DISCUSSION & ACTION)

Director Retzlaff reviewed the application process. He said the direction from the Plan Commission was to prepare specific applications for both the Holy Hill Gateway and the Village Center Districts. He explained that because we already have an RFP for the Holy Hill Gateway District, he would like to submit an application for the Village

Center only. He said the cost for the design services would be minimal and that they would be good quality done by master-level students. He added that after attending various committee meetings, it's clear that funds for land use planning are drying up quickly. Chairman Wolter thought this was a good out of the box alternative and why not take advantage of it.

MOTION Shadid second Nilles to direct staff to submit an application to the 2023-2024 Capstone Project for them to consider creation of a master plan for the Village Center District.

MOTION carried unanimously.

VI. ANNOUNCEMENTS:

Commissioner Shadid announced the Police and Fire National Night Out is August 1st at Firemens Park.

VII. ADJOURNMENT:

The meeting was adjourned at 7:29 pm.