

MEETING:	REGULAR MEETING OF THE PLAN COMMISSION
DATE AND TIME:	Monday, January 12, 2026 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 Soderberg called the meeting to order at 6:30pm.

- II. **ROLL CALL:**
Chairman Soderberg and Committee Members Warren, Shadid, Tarantino, Williams and Henk were all present. Committee Member Ewert was absent excused. Also present were Community Development Director Retzlaff, Associate Planner Yanke and Administrative Coordinator Remich (via Webex).

- III. **CITIZEN 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 four (4) 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.) Comments that may be injurious to village personnel or other individuals will not be allowed.*
Citizens that spoke included:
Lynn Bednarz who lives on Pawnee Court.
David Baum who lives on Highland Road.
Melanie Smythe who lives on Cedar Lane.

- IV. **MEETING MINUTES:**
 - A. PC Minutes 12-8-25
Motion: Approve as presented
Motioned By: Robert Warren
Seconded By: William Shadid
Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino
No: None
Abstain: None
Motion Passed (Yes 6, No 0, Abstained 0)

- V. **NEW BUSINESS:**
 - A. Jordan Rauch, Daniel Llanas, and Olivia Tatlock, Agents for Hack House Performance, LLC and Techplex, LLC, Property Owner. Conditional Use Permit (CUP) for an approximate 6,000 sqft indoor baseball training and athletic

development facility located at N115W19150 Edison Drive in the Germantown Industrial Park. (PUBLIC HEARING & ACTION)

Associate Planner Yanke gave a brief overview of the proposed CUP. He stated that parking will be primarily on the east side of the building with additional parking on the front and west sides of the building as well.

Chairman Soderberg opened the public hearing at 6:45pm.

No residents came forward to speak.

Chairman Soderberg closed the public hearing at 6:46pm.

Staff recommends approval of the Conditional Use Permit for a 6,000 square foot indoor baseball training and athletic development facility located at N115 W19150 Edison Drive, subject to the following conditions:

1. The uses and activities allowed on the property shall be limited to those uses and activities specified in the Conditional Use Permit (CUP) application and supporting documents received November 17, 2025. Days and hours of operation shall be limited to those specified in the CUP supporting documents submitted to the Village.
2. The owner/operator is responsible for reporting any significant changes in the type, intensity, amount, or location of the land uses and activities, days and hours of operation, size or location or other operational characteristics of said uses and activities authorized under this CUP to the Village Zoning Administrator.
3. If the use, activities and/or operation subject of this permit falls out of conformity with the conditions herein, or, where there is a change in the nature, character, intensity or extent of the activities or uses which causes problems or harmful effects that were not anticipated at the time of approval of this CUP, the Conditional Use Permit(CUP) may be modified or terminated by the Village Board by the amendment to or addition of conditions after public hearing thereon.
4. Prior to occupancy and commencement of any uses, a health/safety inspection is required and shall be conducted in coordination with Building Inspection Services (SAFEBuilt) and the Fire Department. If required by Building Inspection Services or the Fire Department, the owner/operator shall install and/or update necessary fire safety measures, emergency management, and/or other improvements to ensure fire and building code compliance for the type of occupancy/use proposed.
5. All temporary and permanent exterior signs require a permit and shall comply with all current sign regulations. Off-premises advertising and directional signage is regulated by the Village and requires a permit if/when allowed.
6. All future site improvements, including all building, parking area, landscaping, stormwater management facilities, signage, exterior lighting, and any other improvements made to or on the property that are necessary for the land uses and activities authorized under this CUP shall be submitted for review and approval by the Village through the Zoning Permit or Site Plan application process as determined by the Village Zoning Administrator. If required, Site Plan review and approval will include Plan Commission review and approval.

7. This Conditional Use Permit (CUP) shall be non-transferable. In the event there is a change in the owner/operator of the indoor baseball training and athletic development facility for which this CUP was issued, this CUP shall become null and void. If a new businessowner/operator wants to operate a business that provides indoor baseball training and athletic development, a new CUP would have to be obtained pursuant to Sections 17.33 and 17.42 of the Zoning Code in order for the new owner/operator to operate said business from this property.

Motion: Approve as presented

Motioned By: Robert Warren

Seconded By: Josh Tarantino

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino

No: None

Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

- B. FastSigns, Agent for Interplastic Corp., Property Owner. Sign Review Application for North American Composites at W194N11756 McCormick Drive. (ACTION)

Associate Planner Yanke gave a brief summary of the sign proposal.

Staff recommends approval of the proposed sign for North American Composites for property located at W194 N11756 McCormick Drive.

Motion: Approve as presented

Motioned By: William Shadid

Seconded By: Robert Warren

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino

No: None

Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

- C. Flamingo Marine, Agent for TI Investors of Germantown V LLC, Property Owner. Sign Review Application for Flamingo Marine at W210N12995 Gateway Crossing. (ACTION)

Associate Planner Yanke gave a brief summary of the sign proposal.

Staff recommends approval of the proposed sign package for Flamingo Marine for property located at W210 N12995 Gateway Crossing.

Motion: Approve as presented

Motioned By: William Shadid

Seconded By: Bridget Henk

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino

No: None

Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

D. Community Development Department - Holy Hill Gateway District Master Plan: Consultant Proposal Review and Recommendation. (ACTION)

Director Retzlaff stated that the Holy Hill Gateway District Master Plan is intended to be a supplement to and a refinement of the future land use plan, map and table in the 2050 Comprehensive Plan. The Master Plan will guide future land uses, the amount, type, location, design and appearance of future development and redevelopment, infrastructure improvements and environmental resource protection in the Holy Hill Gateway District. As envisioned in the RFP, the process is intended to be a nine-month process to develop and adopt the Master Plan. The budget is expected to be between \$65,000 and \$90,000. The Plan Commission is intended to provide oversight to the consultant and the overall process serving as the steering committee as set forth in the RFP. There are specific objectives to be obtained in the Master Plan process. Those are set forth in Section 2 of the RFP.

We received a total of five (5) consultants who submitted proposals, all meeting the general proposal requirements set forth in Section 7 of the RFP. Those five (5) teams include: MSA Professional Services out of Milwaukee, Vandewalle Associates & RASmith primarily out of Milwaukee and Madison, Graef/Kevin Schmolt out of Milwaukee, Chastain and Associates/1861 Group and Development Planning & Partners out of Schaumburg, IL and Confluence & Somas out of Chicago, IL. The proposal evaluation and selection process that is laid out in the RFP in Section 8 is summarized as follows: Review and recommendation by the RFP Evaluation Team comprised of Village Staff, Administrator, DPW Director, Village Engineer, Community Development Director and the Associate Planner who will make a recommendation to the Plan Commission. The Plan Commission in turn will review and make a recommendation to the Village Board, with the Village Board making the final selection. There is an optional step that is built into the RFP which entails holding interviews of up to three (3) of the consultants. If the Plan Commission or the Village Board if they decide and feel it's necessary to interview consultants. The selection criteria that's set forth in Section eight (8) of the RFP includes qualifications and demonstrated experience, understanding of and proposed approach to the Master Plan project, the Community Engagement plan proposed and the project schedule and cost. The RFP evaluation team did meet and based on the criteria in the RFP and it's own one (1) to five (5) ranking scheme with five (5) being the highest has ranked the consultant proposals in the following order: MSA, Vandewalle Associates & RASmith, Graef and furthermore. The RFP evaluation team therefore recommended selecting MSA.

Discussion Followed. Committee Members questioned the need for interviews and decided that they wouldn't be needed and decided to move forward with recommending MSA to the Village Board on January 19th, 2026. They would also like to request that MSA have a representative attend that meeting and give a brief presentation to the Village Board.

Motion: Approve recommending MSA to the Village Board and request that they attend and give a brief presentation

Motioned By: William Shadid

Seconded By: Bridget Henk

Yes: Bob Soderberg, Robert Warren, William Shadid, Robert Williams, Bridget Henk, Josh Tarantino

No: None

Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

VI. ANNOUNCEMENTS:

None.

VII. ADJOURNMENT:

Chairman Soderberg adjourned the meeting at 7:07pm.