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**Plan Commission**  
**Monday May 19, 2025**  
**6:30 PM at City Hall**  
**MINUTES**

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Members Present: Troy Justmann, Ross Canniff, Josh Nichols, Ken Steffen, and Mayor Wegener

Members Absent: Cathy Firari, Bruce Soldner

Also, Present:

1. The meeting was called to order at 6:35 pm.
2. Roll call was taken.
3. Canniff motioned and Nichols seconded to approve the agenda. Motion carried 5-0.
4. Steffen motioned and Canniff seconded to approve the previous meeting minutes from March 31, 2025. Motion carried 5-0.
5. **Review, Discuss, and Possibly Approve Amending Ordinance 17.08.420, B-2 Central business district conditional use permit.**  
Steffen motioned and Justmann seconded to approve amending ordinance 17.08.420 by removing line K, Adult Entertainment. Motion carried 5-0.
6. **Review, Discuss, and Possibly Approve Creating Ordinance 17.08.1190- Certificates of Occupancy.**  
Justmann motioned and Nichols seconded to approve creating ordinance 17.08.1190- Certificates of Occupancy. Mayor Wegener will work with the building inspector to determine verbiage. Motion carried 5-0.
7. **Review, Discuss, and Possibly Approve Creating Ordinance for Time Restrictions for residents to repair/remove fire damaged properties.**  
Discussion and decision of 120 days to repair/remove fire damaged properties.  
Justmann motioned and Nichols seconded to approve creating ordinance for a 120-day time restriction to repair/remove your damaged property.
8. **Review and Discuss Minor Land Division Letter of Intent for Parcel #034-1115-3334-000.**  
Mayor Wegener reviewed and approved the Minor Land Division letter of Intent for parcel #034-1115-3334-000 and sent it to Dodge County.
9. **Property Maintenance Update:**
  - 270 N. Fairfield Ave-Weeds around the entire perimeter of the property
  - 246 W. North St- Trailer with debris has been there for 3+ years
  - 767 E Center St- Weeds need to be cut behind shed on a regular basis

- 172 E. Oak St- Needs to move patio furniture onto their property, will be forwarded to Public Safety
  - 414 W. North St- Car Parked in front of house
  - 400 Arbor Dr- Canvas parking garage
  - 143 E. Oak Grove St- Numerous trailers/rvs
  - 117 S. Main St- Project not progressing
  - 134 S. Main St- Non-compliant fence in rear/side yard
- Committee talked about posting a grass clipping notification on the Police Department's Facebook page, and making sure that it is being enforced.

10. **Old Business:**

None

11. **New Business:**

None

12. Set date and time for next meeting; Monday June 30, 2025, at 6:30 pm.

13. Steffen motioned and Nichols seconded to adjourn the meeting at 7:35 pm. Motion carried 5-0.

Minutes Reported by:

Dan Wegener