

Plan Commission Minutes April 21, 2026, at 7:00 P.M.

Members Present: Stephanie Brassington, Luke Fessler, Karen Pominville, Chris Reynolds

Members Absent: Eric Johnson, Kyle Shelton

Staff Present: Andrew Bremer, Kong Thao

1. CALL TO ORDER, ROLL CALL

Chair Brassington called the meeting to order at 7:00 P.M.

2. PUBLIC APPEARANCES.

There were no public appearances in the room or on zoom.

3. APPROVAL OF MINUTES.

- a. Motion to approve the minutes of the March 17, 2026 Plan Commission meeting.

Brassington motioned to approve the minutes of the March 17, 2026 Plan Commission meeting. Fessler seconded the motion. Motion passed 5-0.

4. PUBLIC HEARINGS.

- a. Public hearing on Resolution 2026-02, a Plan Commission resolution approving a Planned Development Detailed Plan for Lot 18 Building 2, Sperle Corners Subdivision, McFarland, WI.

Brassington opened the public hearing at 7:02 PM. Thao provided summary on the agenda item, identifying the proposed Building 2 apartment features. Thao explained the similarities and difference between Building 1 from Phase 1. Thao addressed the comments from the Fire Chief's letter and Staff's review of the submitted landscaping plan as conditions of approval. Bremer clarified that the conditions within the Village Engineer's letter have been met. Brian Spanos, with Lakestone Properties, provided clarifications on their project timeline indicating that it was more efficient for them to construction Building 2 and the same time as Building 1 on Lot 18. No additional questions and comments from the Plan Commission.

Brassington closed the public hearing at 7:08 PM.

5. BUSINESS.

- a. Discussion and action on a Site Design Review permit for an office building requested by Dan Morill of US Oil Co, Inc., located at 4402 Terminal Drive.

Thao provided summary of the agenda item, highlighting the proposed office building's features, the project location, Village Engineer's letter and additional landscaping to be installed for compliance with the previously approved site plan from the October 17, 2011 Plan Commission conditions of approval. Mark Rukamp, Alliance Construction & Design (Applicant's agent), provided additional background information on the project. Bremer provided clarification to Rukamp on the need to satisfy the requirements from the Village Engineer's letter as provided in the packet. Reynolds asked about the number of employees on site. Fessler commented on the quality of the exterior building materials.

Brassington motioned to approve a Site Design Review permit for an office building requested by Dan Morill of US Oil, Inc., located at 4402 Terminal Drive with the following conditions of approval:

1. Applicant to provide an updated landscaping plan to the Community & Economic Development Director for approval that includes an additional tall evergreen tree planted in the front yard.
2. Applicant to meet the requirements provided in the Village Engineer's letter dated April 7, 2026.

Fessler seconded the motion. Motioned passed 5-0.

- b. Discussion and action on Resolution 2026-01, a Plan Commission resolution approving a Planned Development Detailed Plan for Phase 2, Lots 1 and Lots 3-16, Sperle Corners Subdivision, McFarland, WI.

Thao's summary included a recap of the discussion from the March 17, 2026 Plan Commission meeting and related items still needed. Thao stated the lighting plan and landscaping plan were received with a staff recommendation on additional landscaping. No additional comments or concerns from the Plan Commission.

Brassington motioned to approve Resolution 2026-01, a Plan Commission resolution approving a Planned Development Detailed Plan for Phase 2, Lots 1 and Lots 3-16, Sperle Corners Subdivision in McFarland, WI with the following conditions of approval:

1. Applicant to submit a final landscaping plan to the Community & Economic Development Director for approval that includes 5-7 additional low-medium evergreen shrubs along the north lot line of the 10 parking stalls on Lot 1.
2. Applicant to relocate individual sewer and water laterals to the duplex units to run up the respective driveways to facilitate easier tree planting/maintenance and underground lateral locating in the future per the Village Engineer's review letter dated February 28, 2026.

3. Applicant to include Fire Lane marking the approval by the Fire & Rescue Department prior to any occupancy approval per the Fire Chief's review letter dated February 27, 2026.

Fessler seconded the motion. Motion passed 5-0.

- c. Discussion and action to make a recommendation to the Village Board to approve a Partial Release of Restrictions for Lots 1 and 3-16 for the Sperle Corners Plat.

Staff provided summary of the agenda item stating the purpose of this standard language that is included within similar multi-phased development projects to release lot sale restrictions once the final plans for a phase have been approved by the Village, per the approved development agreement.

Brassington motioned to make a recommendation to the Village Board to approve a Partial Release of Restrictions for Lots 1 and 3-16 for the Sperle Corners Plat. Pominville seconded the motion. Motion passed 5-0.

- d. Discussion and action on Resolution 2026-02, a Plan Commission resolution approving a Planned Development Detailed Plan for Lot 18 Building 2, Sperle Corners Subdivision, McFarland, WI.

Staff restated the rationale for the conditions of approval mentioned in the public hearing section of this item. No additional comments or concerns from the Plan Commission.

Brassington motioned to approve Resolution 2026-02, a Plan Commission Resolution approving a Planned Development Detailed Plan for Lot 18 Building 2, Sperle Corners, McFarland, WI with the following conditions of approval:

1. Applicant to resubmit a final landscaping plan for the Community & Economic Development Director's approval to clean up the discrepancies noted.
2. Applicant to address the comments from the Fire Chief's review letter dated April 7, 2026 prior to receiving an occupancy permit.

Fessler seconded the motion. Motion passed 5-0.

- e. Discussion and action to make a recommendation to the Village Board to issue a Request for Proposals for the update of the Village's 2017 Comprehensive Plan.

Bremer provided a summary on the redline copy of the RFP, incorporating the comments for text improvements from the March 17, 2026 Plan Commission meeting. The Plan Commission affirmed the changes made satisfied the emphasis on public engagement and communication.

Brassington motioned to recommend to the Village Board issuing a Request for Proposals for the update of the Village's 2017 Comprehensive Plan. Reynolds seconded the motion. Motion passed 5-0.

6. SCHEDULE NEXT MEETING DATE.
 - a. Tuesday, May 19, 2026 at 7:00 P.M.

7. ADJOURNMENT.

Fessler motioned to adjourn. Pominville seconded the motion. Motion passed 5-0. Meeting adjourned at 7:55 PM.