

Plan Commission Minutes January 20, 2026, at 7:00 P.M.

Members Present: Stephanie Brassington, Luke Fessler, Karen Pominville, Scott Peters, Austen Conrad, Eric Johnson, Chris Reynolds (7:01)

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 via zoom.

3. APPROVAL OF MINUTES.

- a. Motion to approve the minutes of the December 20, 2025 Plan Commission meeting.

Brassington motioned to approve the minutes of the December 20, 2025 Plan Commission meeting. Pominville seconded the motion. Motion passed 6-0-1, abstention from Conrad.

4. BUSINESS.

- a. Discussion and action on an extension of a Site Design Review Permit requested by Matt Wingrove to renovate an existing barn into a 3-unit apartment building located at 5306 Paulson.

Thao provided summary on the agenda item, including the previous conditions of approval and applicant's reasoning for the extension. The applicant was present to answer any questions. No additional comments from the Commission.

Brassington motioned to approve a one-year extension of a site design review permit, site plan dated January 16, 2025, to renovate an existing barn into a 3-unit apartment building with the following conditions of approval:

1. Applicant to contact the Village Public Works Department to obtain trash and recycling bins for each unit prior to receiving an occupancy permit for the three-dwelling units.
2. Applicant to provide individual water lateral and meter for the apartment building, sized to meet sprinkler system requirements.
3. Applicant to meet the requirements provided in Village Fire Chief's letter dated January 9, 2025.

4. Applicant to maintain unobstructed access pathway for fire and rescue personnel from Paulson Road to the apartment building for fire emergencies.
5. Applicant to provide payment for all applicable Village impact fees for the additional three-dwelling unit as part of the building permit.

Conrad seconded the motion. Motion passed 7-0.

- b. Discussion and action on a Conditional Use Permit requested by Rachel Wright Jones for a proposed alternative school for disabled K-12 students located at 4700 McFarland Court, McFarland WI.

Thao provided summary of the agenda item, stating the department did not receive any new public comments since the December public hearing. Morgan Schuchardt, associated with Progressive Inclusion, LLC, was present virtually for questions and comments. No additional comments from the Commission.

Brassington motioned to approve a Conditional Use Permit requested by Rachel Wright Jones for a proposed alternative school or disabled K-12 students located at 4700 McFarland Court, McFarland, WI, with the following conditions of approval

1. Applicant to obtain a building permit for a chain-linked fence in the rear of the property, running along a portion of the north lot line and then connecting south to the building's northwest corner.
2. Applicant to submit final revised plans for acceptance by the fire chief to address comments raised in the Fire Chief's staff report dated November 26, 2025.
3. Applicant to obtain commercial State plan review approval prior to receiving an occupancy permit.
4. The conditional use permit shall become null and void if the applicant has not acquired the property and received an occupancy permit from the Building Inspector within one year of approval of the conditional use permit.

Peters seconded the motion. Motion passed 7-0.

- c. Discussion and action to make a recommendation to the Village Board regarding Ordinance 2025-14, an ordinance rezoning parcel #0710-273-8620-1, Lot 2 of CSM 13560, in the vicinity of 4020 Terminal Drive, from M-IC Manufactured-Intensive Commercial to C-H Highway Commercial. Request by Ezra Properties, LLC, Ryan Quam.

Thao provided summary of the agenda item, stating the department did not receive any new public comments since the December public hearing. No additional comments from the Commission.

Brassington motioned to recommend to the Village Board approval of Ordinance 2025-14, an ordinance rezoning parcel #0710-273-8620-1, Lot 2 of CSM 13560, in

the vicinity of 4020 Terminal Drive, from M-IC Manufactured-Intensive Commercial to C-H Highway Commercial. Requested by Ezra Properties, LLC, Ryan Quam.

Johnson seconded the motion. Motion passed 7-0.

- d. Discussion and action on a Certified Survey Map requested by Ezra Properties, LLC Ryan Quam for property located 4008, 4012, and 4016 Terminal Drive, including parcel #0710273-8620-1.

Thao provided summary of the agenda item, stating the department did not receive any public comments since the December public hearing, and the conditions of approval. No additional comments from the Commission.

Brassington motioned to approve a Certified Survey Map requested by Ezra Properties, LLC Ryan Quam for properties located at 4008, 4012, and 4016 Terminal Drive including parcel #0710-273-8620-1 with the following conditions of approval

1. Applicant to completely raze the existing mini-warehouse building on 4012 and 4016 Terminal Drive prior to the construction of any new building on Lot 1 of the proposed CSM.
2. Village Board approval of Ordinance 2025-14 prior to recording the CSM.

Conrad seconded the motion. Motion passed 7-0.

- e. Discussion on a preapplication concept plan submitted by Ryan Quam for a commercial indoor children's playground located on portions of parcels 0710-273-8620-1, 0710-273-8640-1 and 0710-273-8665-1 in the vicinity of 4012-4020 Terminal Drive.

Thao provided summary of the agenda item, highlighting the building's proposed features, uses, and site improvements. Ryan Quam, property owner and Applicant, along with Nicole Bice, owner of Well Played, were present to provide more information on the site's proposed improvements. Quam discussed the changes to site plan layout, proposed uses, and the design building features since the prior preapplication meeting in October of 2025. Bice discussed the concept of Well Played for children's recreation and similar type uses. The Commission inquired on the operation of the proposed children's programming, access, scheduling times, reservation times, targeted audiences, and site's layout. Bremer commented on the concept's layout, parking stalls located within the right-of-way, building exterior designs, refuse location, next steps related to rezoning, and design guidelines and applications. Quam's closing statement asked for additional guidance on exterior materials. Bremer provided explanation on purview of discretion of allowances for the Commission on design features based on the Village's Zoning Code.

- f. Discussion and action on Ordinance 2025-15, An ordinance amending the Planned Development General Plan for Lots 1-4 and Approving the Planned Development Detailed Plan for Lots 1-2, CSM 15176, 4703 Terminal Drive.

Thao provided summary on the agenda item, highlighting previous discussions and proposed amendments. Fessler inquired about senior living opportunities on the ground floor level of the proposed buildings. Quam stated his previous buildings include senior renter, units will be market rate and are open to those that apply.

Brassington motioned to recommend to the Village Board approval of Ordinance 2025-15, an ordinance amending the Planned Developments General Plan for Lots 1-4 and Approving the Planned Development Detailed Plan for Lots 1-2, CSM 15176, 4703 Terminal Drive conditioned on the applicant addressing the comments provided in the Fire Chief's staff report dated November 28, 2025 and the Village Engineer's staff report dated December 3, 2025. Johnson seconded the motion. Motion passed 7-0.

- g. Discussion regarding a preapplication conceptual site plan for the potential Bliffert Lumber relocation, 3408 and 3418 Elvehjem Road.

Bremer provided summary on the agenda item, recapping the previous project discussion and highlighting the concept's layout, building orientation, flow of traffic, rail service, and measures of buffer adjacent uses. Eli Bliffert, owner of Bliffert Lumber, was present with this team to answer questions and provide additional information on the site's conceptual plan. The Commission discussed with the applicant, rail use, building uses and layouts, staffing on site, hours of operation, moving of product on the property, buffering of lands adjacent to the north, sidewalk along County Highway AB, and timeline. The Bliffert team commented on the need to reduce the 30' required landscape buffer along the railroad right-of-way, eliminating the need for sidewalk along the east side of CTH AB, and allowances for some gravel areas near the rail spur. Bremer indicated that if there was initial support for these modifications that staff will need to draft a future ordinance amendment for consideration by the Plan Commission and Village Board.

Eric Swanson, 2958 County Highway AB (Town of Dunn, adjacent to north), requested the applicant consider an appropriate buffer that is both aesthetically appealing and functional.

The Commission discussed the process for amendments to the ordinance and options for waivers with Staff. Peters and Conrad shared words of support. Conrad shared concerns that the Village needs to consider how any proposed code amendments might impact other future developments in the Village. Pominville inquired on intersection of CTY AB and Elvehjem Road. Bremer stated the roadway intersection would be a point of improvement associated with this project and the adjacent project.

5. SCHEDULE NEXT MEETING DATE.

a. Tuesday, February 17, 2026 at 6:00 p.m. (possible joint meeting with the Plan Commission)

b. Tuesday, February 17, 2026, at 7:00 PM

6. ADJOURNMENT.

Brassington motioned to adjourn. Peters seconded the motion. Motion passed 7-0. Meeting adjourned at 8:32 PM.