



# VILLAGE OF KIMBERLY

## Plan Commission

### Minutes

Tuesday, February 15, 2022

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Chairman Chuck Kuen called the meeting to order at 6:00 p.m. Commissioners present were Dean Schiesl, Norb Karner, Mike Hruzek, Todd Schneider, and Jeremy Freund. Duane Biese was absent and excused.

**Item 2. Minutes.** Motion by Karner, second by Freund, to approve the minutes of the November 16, 2021 meeting. Approved unanimously.

**Item 3. Conditional Use Permit, Home Bakery, 427 Albert Way.** Chairman Kuen introduced the item. Director Dannhoff informed the Commissioners that no one had contacted his office regarding the CUP request. There was no further discussion.

Motion by Karner, second by Freund to approve as presented. Approved unanimously.

**Item 4. Certified Survey Map, Corner of Mathew & Kuborn, parcels 250112800 & 250112700.** Chairman Kuen introduced this item. Commissioners requested clarification that the request was to relocate the existing lot line separating the two parcels. Director Dannhoff confirmed this understanding, explaining the relocated lot line would provide the minimum 6' side yard setback to the existing house, and the resulting vacant parcel would meet lot standards. Director Dannhoff previously consulted with the applicant to ascertain the planned house could be placed on the resulting vacant lot and meet applicable setbacks.

Motion by Karner, second by Schneider to approve the CSM as presented. Approved unanimously.

**Item 5. Subdivision of Land and Zoning Ordinance Amendments.** Chairman Kuen introduced each of the three proposed ordinance amendments. Chairman Kuen and Director Dannhoff explained the proposed amendment for Minor Land Divisions is to streamline the Certified Survey Map approval process for duplex lots that are also designed to meet zero-lot-line duplex requirements. The amendment eliminates the need for Plan Commission and Village Board review.

Dannhoff explained the genesis for the proposed reduced setbacks for decks and patios is because smaller lots have difficulty meeting setbacks. A reduced setback would permit a reasonable size, low lying deck or patio to be installed. After some discussion, the Commission recommended the proposed 150-square foot maximum size provision be removed since there is also a maximum lot coverage provision that should aid in regulating the size of a deck or patio.

Chairman Kuen explained the proposed Parking Requirement amendment is to codify a long-standing administrative policy of exempting businesses in the identified areas from providing on-site parking as the parcels are not large enough for a business to provide parking.

Motion by Karner to approve all the proposed ordinance amendments with the modification eliminating the 150-square foot maximum size deck/patio provision, second by Freund. Motion passed unanimously.

**Item 6. Existing Business.** None.

**Items 7. New Business.** None

**Item 8. Adjournment.** Motion by Hruzek, second by Freund. Passed unanimously. Meeting adjourned 6:11 pm.

Respectfully Submitted,

Allyn Dannhoff  
Director of Operations