

Plan Commission

Regular Meeting Minutes

Village of Cross Plains
Rosemary Garfoot Public Library – Community Room
2107 Julius Street
Cross Plains, WI 53528
(608) 798-3241

Monday, May 4, 2020
7:00 pm

President Lengfeld suspended Robert's Rules of Order.

I. Call to Order, Roll Call – Plan Commission

President Lengfeld called the Regular Plan Commission meeting to order at 7:00 pm.

Present: Commissioners Todd Duquette, Kevin Thusius, Cliff Zander, Judy Ketelboeter, and President Jay Lengfeld.

Absent: Randy Case and Eric Padrutt

Also present: Village Administrator/Clerk Bill Chang, Corey Ballweg, and Brett Sargent.

Attended by WebEx: Village Planner Mike Slavney, Joshua Faul, Julie Smith, Tammy Stanek, and Dan Torgerson.

II. Public Comment - None

III. General Business – Regular Meeting

1) Approval of the minutes from the Plan Commission meeting held April 14, 2020.

A motion was made by Trustee Ketelboeter, seconded by Trustee Thusius, and unanimously carried by the Plan Commission, to approve the April 14, 2020 Plan Commission meeting minutes.

2) Public Hearing for a request from Patrick Duzan, for a Conditional Use Permit for Small Solar Energy System use located at 4001 Creek Side Way, Cross Plains, WI.

A motion was made by Commissioner Duquette, seconded by Trustee Ketelboeter, and unanimously carried by the Plan Commission, to open the public hearing for a Conditional Use Permit for Small Solar Energy System use located at 4001 Creek Side Way, Cross Plains, WI.

After no comments were provided, a motion was made by Commissioner Zander, seconded by Commissioner Duquette, and unanimously carried by the Plan Commission, to close the public hearing for a Conditional Use Permit for Small Solar Energy System use located at 4001 Creek Side Way, Cross Plains, WI.

3) Discussion and Possible Action regarding the request from Patrick Duzan, for a Conditional Use Permit for Small Solar Energy System use located at 4001 Creek Side Way, Cross Plains, WI.

A motion was made by Trustee Thusius and seconded by Commissioner Duquette, to recommend the approval of the Conditional Use Permit for Small Solar Energy System use located at 4001 Creek Side Way, Cross Plains, WI. Roll call vote requested. YES – Trustees Thusius and Ketelboeter, Commissioners Duquette and Zander, and President Lengfeld. NO – none. Motion carried 5-0.

4) Public Hearing for a petition from Corey Ballweg, Mid Towne Construction to amend its Specific Implementation Plan for 1504 Main Street, Cross Plains, WI.

A motion was made by Trustee Ketelboeter, seconded by Commissioner Zander, and unanimously carried by the Plan Commission, to open the public hearing to amend the Specific Implementation Plan for 1504 Main Street, Cross Plains, WI.

Comments were heard from Dan Torgerson, Tammy Stanek, and Joshua Faul in favor of the petition.

A motion was made by Trustee Ketelboeter, seconded by Commissioner Zander, and unanimously carried by the Plan Commission, to close the public hearing to amend its Specific Implementation Plan for 1504 Main Street, Cross Plains, WI.

5) Discussion and possible action regarding the petition from Corey Ballweg, Mid Towne Construction to amend its Specific Implementation Plan for 1504 Main Street, Cross Plains, WI.

A motion was made by Commissioner Duquette, and seconded by Commissioner Zander to approve the Specific Implementation Plan for 1504 Main Street as proposed. Roll call vote requested. YES – None. No - Trustees Thusius and Ketelboeter, Commissioners Duquette and Zander, and President Lengfeld. Motion failed 0-5.

A motion was made by Commissioner Duquette, and seconded by Trustee Ketelboeter to approve the Specific Implementation Plan for 1504 Main Street adding points #1, 2, 3, 6, 7 and 8 of the applicant's request; making the change to address #4 of the applicant's request; and not addressing #5 of the applicant's request through the Specific Implementation Plan. Roll call vote requested. YES – Trustees Thusius and Ketelboeter, Commissioners Duquette and Zander, and President Lengfeld. No-None. Motion carried 5-0.

6) Discussion and Possible Action Regarding Options for Downtown Public Parking.

There was a general discussion regarding parking areas for downtown. Trustee Thusius will lead a sub committee to explore downtown public parking options.

V. Adjournment

A motion was made by Trustee Ketelboeter and seconded by Commissioner Zander, and unanimously carried Plan Commission to adjourn at 7:59 pm.

Proper notice of this meeting was given to the public and posted on the public bulletin boards in accordance with the Open Meeting Law.

Respectfully submitted,



Bill Chang
Village Administrator/Clerk