November 17th, 2025

Members Present: Richard Heilemann (Chair), Nick Parks, Donna Cauley

Others Present: Curan VanDerWielen (Village Manager), Terry Findeisen (Zoning Administrator)

Call to Order: 11:02 AM by Heilemann.

Approval of the Regular Meeting Agenda

Motion: To approve of the regular meeting agenda.

Motion made by Parks. Motion seconded by Cauley

Motion approved unanimously.

Approval of the Meeting Minutes

Motion: To approve of the draft regular meeting minutes.

Motion made by Parks. Motion seconded by Cauley.

Motion approved unanimously.

Review of PUC Rebuttal letter

Heilemann opened the discussion saying there had not been any further communications with the PUC

Review of priority list and status

The Planning Commission focused primarily on updating two key ordinances regarding 1) aircraft operations and 2) dangerous building/property conditions, with plans to send both to legal review after making discussed revisions. Also briefly discussed were 3) short-term rental regulations with plans to review registration statistics and conduct property inspections in the coming months.

Parks recommended that, based on the aircraft operations discussion, Findeisen is to make edits to the aircraft ordinance and resend as the final draft for review prior to the next meeting.

After reviewing the aircraft operations document at December 17th meeting, the edited draft will be sent to attorney for legal review. Review aircraft ordinance at December meeting after the attorney's feedback.

The Planning Commission reviewed the draft dangerous building and property ordinance with following action items:

- Check charter to determine proper terminology for building safety officer/inspector role.
- Check existing ordinances against Section 8 repeal clause to avoid unintended conflicts with trash and other regulations.
- Send updated dangerous and unsafe building ordinance to attorney for legal review after making discussed changes.

Findeisen briefly discussed short-term rental properties draft adding that the intent was to observe registered STR's after April 1st registration deadline.

- Findeisen to prepare short-term rental statistics and information packet for next meeting discussion.

New Business

No new business was brought before the Commission.

Heileman asked if there any other items; no other items were raised.

Motion: To adjourn.

Motion made by Parks. Motion seconded by Cauley.

Motion unanimously approved at 12:18 pm.

The next regular meeting of the Planning Commission will be held at 11:00am on December 17th, 2025.

Respectfully submitted,

Terry Findeisen,
Zoning Administrative Officer