

PLANNING COMMISSION MINUTES

July 23rd, 2025

Commissioner Shovan called the meeting of the Elkhart Lake Planning Commission to order on Wednesday, July 23rd, 2025 at 6:03 P.M. in the Village of Elkhart Lake with the agenda having been duly posted on Thursday, July 17rd, 2025 at National Exchange Bank and Trust and the Municipal Office between the hours of 4:15 P.M. and 4:27 P.M. and on the Village website on Thursday, July 18th, 2025 at 11:04 A.M.

Roll call was taken with the following Commissioners present: Lynn Shovan, Geoffrey Bray, Dorothy Farrell, Matt Flora, Jim Dagley, John Rademacher & Eric Stuart.

Others in attendance: Steve Kieckhafer; Mark Landgraf; Mike Wolf; Jessica Reilly Administrator/Clerk-Treasurer.

(Rademacher/Dagley) moved and seconded to approve the minutes of the June 25th & July 9th, 2025 meetings including Stuart's suggested change to the conflict of interest issue in the July 9th minutes.

Public Comment: None

Old Business: None

New Business:

Building Permit – 400 Industrial Drive – Kees – Interior Remodeling

(Rademacher/Farrell) moved and seconded to approve the interior remodeling as presented by Kees for 400 Industrial Drive.

Motion Carried Unanimously

Building Permit – 510 Otto Way – Adding Egress Windows

(Bray/Stuart) moved and seconded to approve the permit for 510 Otto Way for the addition of egress windows.

Motion Carried Unanimously

CSM Approval – Maple Street – Public Works Facility

The Commission reviewed the CSM for the Public Works Facility.

(Farrell/Bray) moved and seconded to approve the CSM for the new Public Works Facility.

Motion Carried Unanimously

New Welcome Center & Public Works Facility – Site Plan, Engineering, Photometric, Landscaping, & Utilities

The Commission began by reviewing the Public Works Facility Plans. Reilly stated that green was chosen as the accent color of the Public Works Facility.

(Flora/Rademacher) moved and seconded to approve as submitted the site plan, engineering, photometric, landscaping, and utilities contingent on all the engineering comments being addressed.

Motion Carried Unanimously

The Commission then reviewed the Welcome Center plans. There was concern about the lighting. Stuart also stated he thought the patio should not be hardscape.

(Stuart) moved to approve the site plan, engineering, and utility plans.

Motion Failed due to Lack of a Second.

(Bray/Dagley) moved and seconded to approve as submitted the site plan, engineering, patio, and utilities subject to all the engineering comments being addressed and the greenspace and exterior lighting plans come back for approval in the future.

Motion Carried 6-1

Ayes – Shovan, Flora, Farrell, Dagley, Rademacher, Bray
Nay - Stuart

There was also a discussion that it would be made clear that the signs were not approved as part of these approvals. The signs will need to come back to the Planning Commission for approval.

Rademacher asked where comments should be submitted. Reilly said to her. Rademacher stated he would like to see the Welcome Center be more open concept.

The next meeting date would be August 13th, 2025 at 6:00 pm.

(Farrell/Bray) moved and seconded that the meeting be adjourned at 5:03 P.M.

Prepared By: Jessica Reilly, Administrator/Clerk/Treasurer