

MINUTES
VILLAGE OF SURING ZONING ADMINISTRATOR COMMITTEE MEETING
WEDNESDAY, JULY 16, 2025 at 8:30 AM

1. **Meeting Called to Order** by President Steffeck at 8:30 AM.
Roll Call: Kohlwey, Kramp, and Steffeck . Also present: Clerk-Treasurer Kim Gruetzmacher, Deputy Clerk Treasurer Pat Sleeter. Public: Gina Cramer (Gina Cramer Realty), Linda Rupiper, James Rupiper, Shawn Thorne (Fireside Realty), Dorine Capaletti, Jacob Kegley, and Nicole Capaletti.
2. **Agenda**: Motion to approve agenda made by Kramp and second by Kohlwey. All ayes. Motion carried.
Open Meeting Notice statement made by Clerk-Treasurer.
3. **Public Input**: None.
4. **Shawn Thorne (510 E Main Street)**: Discussion and possible action on 510 E Main Street Zoning – no action taken. Mr. Thorne addressed the Village stating the property at 510 E Main Street is zoned as commercial and currently listed for sale. Many potential buyers would like to purchase the property to be used for full residential but are having a hard time securing financing. Current potential buyers lending institution is questioning the non-conforming rebuild ordinance for further clarification. Village clerk to contact village attorney to obtain further clarification or to see if there are items that could help clarify for the lender. Sellers were questioning obtaining a conditional land use permit to use the property as residential even though it's zoned commercial. The Village explained that typically a conditional land use is with the person who resides at the property and is void once the property is sold.
5. Discussion and possible action on Village Ordinance violations – Committee discussed properties not in compliance with ordinances. Warning letters to be sent to property owners, if no compliance from letters then 10 day notices to be sent via certified mail.
6. **ADJOURNMENT** – next committee meeting – August 11, 2025, time is TBD. Motion to adjourn made by Kohlwey and second by Kramp. All ayes. Motion carried. Meeting adjourned at 9:52 AM.

Minutes prepared by Clerk-Treasurer, Kim Gruetzmacher