

**PLAN COMMISSION
MEETING MINUTES
SEPTEMBER 2, 2025**

1. CALL TO ORDER AND ROLL CALL:

Mary Knipper called the meeting to order at 6:30pm. Other members present: Mary O'Connor, Bob Nieuwenhuis, Jim Johnson, Craig Davis, Doug Siperly, and Kim Jedlicka. Other staff members present were John Olson, and David Rasmussen.

2. COMMENTS AND SUGGESTIONS OF CITIZENS PRESENT REGARDING ITEMS ON THE AGENDA AND/OR COMMUNICATIONS:

Many Assembly Park comments in support and opposition had been submitted by letter and email in advance and already included in the meeting packet.

3. APPROVAL OF THE AUGUST 5, 2025 MINUTES:

Motion by Nieuwenhuis and seconded by Davis to approve the minutes. All ayes, motion carried 5-0 with Siperly and Jedlicka abstaining.

4. DISCUSSION/POSSIBLE ACTION ON THE APPLICATION BY DELAVAN LAKE ASSEMBLY, 1607 POTTAWATOMI, (FDLA00226) FOR VARIANCES TO ALLOW THE REBUILDING OF THE COMMUNITY HALL/CENTER AND CENTRAL MAINTENANCE FACILITY:

DLA President John Glimco, Attorney Amy Lynn Loneragan, and Architect Chris Russo were present to explain their application. Assembly Park has been considering designs for a new Community Hall/Center since 2018. The proposed new 1-story building is 4104 sf and is designed to provide ADA accessibility, add garage space for a truck and plow, add mailroom and package space, larger indoor space for DLA community events and meetings, and a basement with 24 Hour access for extreme weather and storms. The Variances requested include the following: 1.) Allow a 7.6' Streetyard Setback from Pottawatomi Dr., 2.) Allow a Raised Patio, Retaining Wall, and steps to exceed 2.5' in height within the Vision Triangle, and 3.) 4 Parking Stalls. Walworth County Zoning requirements include the following: 1.) Maintaining a Streetyard Setback of 18.3' from Pottawatomi Dr., 2.) Raised Patio, Retaining Wall, and steps cannot exceed 2.5' in height within the Vision Triangle, and 3.) 93 Parking Stalls.

Plan Commission comments and questions included why all uses must be combined into 1 new building? Several year-round residents already receive mail/packages at their home address. The DLA vote was 101-86 in support of a new building. Knipper commented there doesn't appear to be a "DLA Community" mandate supporting this proposal and many residents are opposed. She also questioned if other alternatives were seriously considered or not?

Attorney Charles Pollard was present and requested a suspension of the rules and permission to speak and was granted 3 minutes. He submitted an "Opposition Packet" including other comparable properties to the existing parcel. It also included photos of the existing Maintenance Garage.

Motion by Nieuwenhuis and seconded by Siperly to recommend denial of the Variances requested. Motion carried 4-1 with Nieuwenhuis, Siperly, Knipper, and Johnson in favor with Jedlicka opposed. O'Connor and Davis abstained.

5. DISCUSSION/POSSIBLE ACTION ON THE APPLICATION BY SEAN STAUNTON, 4149 INDUSTRIAL CT., (FD900007A7A) FOR A CONDITIONAL USE PERMIT TO ALLOW CAR/BOAT STORAGE IN THE EXISTING BUILDING:

Sean Staunton was present to explain his application. Mr. Staunton owns a number of Vintage Cars and boats and needs the indoor storage space. He is planning to clean up the building and landscape the grounds along with replacing the roof. His intent is for car and boat storage only and not maintenance and repair.

Motion by Nieuwenhuis and seconded by Jedlicka to recommend approval of the Conditional Use Permit contingent upon the closing of the property sale to Staunton. All ayes, motion carried 7-0.

6. DISCUSSION/POSSIBLE ACTION ON ADDRESSING:

None

7. ADJOURNMENT:

Motion by O'Connor and seconded by Jedlicka to adjourn at 8:00pm. All ayes, motion carried 7-0.

