

**Planning Commission Meeting
Monday, June 23, 2025**

1. Meeting called to order

President Tom Weatherston called the meeting to order at 6:01 pm at the Village Hall, 5043 Chester Lane Caledonia, WI.

2. Roll Call

PRESENT: 7 – President Tom Weatherston, Ami May, Michael Moore, Jeff Hintz, Michelle Cook, and Trustee Nancy Pierce, and Fred Bruhn

EXCUSED: 0

STAFF: Village Administrator Todd Willis, Development Director Peter Wagner, Planner and Zoning Administrator Natalia Nery de Farias, and Village Clerk Jennifer Bass

3. Approval of Minutes

Motion by Moore to approve the minutes from April 28 meetings, seconded by Hintz.

Motion carried unanimously.

Motion by May to approve the minutes from May 19, 2025 meetings, seconded by Bruhn.

Motion carried unanimously.

4. Public Comment

The following people appeared to speak before the Commission:

1. Fran Martin, 5630 5 Mile Rd – Comments on and suggestions for the formation of the Special Comprehensive Plan Committee.

5. New Business

- A. SPECIAL COMPREHENSIVE PLAN COMMITTEE FORMATION** –The purpose of this committee is to assist in the development, review, and recommendation of updates to the Village’s Comprehensive Plan. This committee will serve in an advisory capacity to the Plan Commission.

Staff presented on the committee formation, summarizing the material provided in the packet. Commissioners asked questions and provided feedback to the chair and staff.

Motion by Pierce to form the Special Comprehensive Plan Committee, seconded by May.

Motion by Pierce to amend the motion to restrict it to 12 people or less, seconded by May. **Motion carried 7-0.**

6. Continuing Business

A. PLAN COMMISSION POSITION ELECTION – Conduct nominations and elections for the positions of Plan Commission Vice-President and Secretary.

Nominations for Vice-President: Jeff Hintz and Michael Moore, both nominees accepted. Commissioners voted by paper ballot, submitted to the Chair, Jeff Hintz received more votes.

Motion by Pierce to appoint Jeff Hintz as Vice-President, seconded by Tom Weatherston. **Motion carried 7-0.**

Nomination for Secretary: Michelle Cook, nominee accepted.

Motion by Pierce to appoint Michelle Cook as Secretary, seconded by Hintz
Motion carried 7-0.

7. Adjournment

President Tom Weatherston adjourned the meeting at 6:48 p.m.

Respectfully submitted:

Jennifer Bass

Village Clerk