

VILLAGE OF PLOVER  
PLAN COMMISSION  
October 2, 2023  
5:00 p.m.

Plan Members Present: Gary Wolf, Jackie Denny, Sherri Galle-Teske, and Josh Winter  
Members Excused: Chris Shulfer, Al Tessmann  
Members Unexcused: Steve Worzella  
Others Present: Steve Kunst, Julia Mann, Adam DeKleyn

1. Gary Wolf called the meeting to order at 5:00 p.m.
2. Mr. Winter motioned and Ms. Denny seconded to approve the minutes of the Plan Commission meeting of September 5, 2023 as printed. Motion carried.
3. **There were no persons wishing to address the Commission.**

**Discussion with possible action on the following:**

4. **Certified Survey Map – Skrzypkowski – 3680 County Road R (PIN: 173230825-10.04)**

Mr. DeKleyn reviewed the request for approval of a CSM creating two (2) new lots and dedicating road right-of-way to the Village of Plover for the property. The CSM has been reviewed and approved by the Village Department Managers and Portage County Highway Department. Staff recommends approval of the CSM, as presented.

Mr. Winter inquires on the long-term plans for Lot 2. Mr. DeKleyn and Mr. Skrzypkowski who was also present confirmed the intent to leave the lot natural for the time being. Mr. Wolf inquired on access to Lot 2. Mr. DeKleyn stated there has been coordination with the Skrzypkowski's and Portage County Highway Department to ensure the access to Lot 2 meets minimum separation distance requirements.

**Mr. Winter motioned and Ms. Galle-Teske seconded to approve the request for the Certified Survey Map – Skrzypkowski – 3680 County Road R (PIN: 173230825-10.04). Motion carried.**

5. **Public Participation Plan – Village of Plover Comprehensive Plan Update**

Mr. DeKleyn reviewed the plan update and the staff report. Wisconsin state statute requirements for local municipalities include updating their Comprehensive Plan at least every 10 years. Staff recommends approval of the proposed Public Participation Plan as presented. Discussion ensued regarding the historical delays in updating the plan and the update process. Mr. DeKleyn confirmed the update process will include coordination with the Plan Commission and the Portage County Planning and Zoning Department.

**\*\*\*RECOMMENDATION TO VILLAGE BOARD\*\*\*Ms. Galle-Teske made a motion, seconded by Ms. Denny to recommend approval of the Public Participation Plan – Village of Plover Comprehensive Plan Update.**

6. **Village of Plover Comprehensive Parks and Recreation Plan**

Mr. DeKleyn reviewed the background on the updated plan document. The updated Comprehensive Parks and Recreation Plan was previously approved by the Village Board on September 20, 2023, and is available on the Village website. Mr. Wolf encouraged Plan Commission members to review the plan.

**No action is required by the Plan Commission regarding the updated Comprehensive Parks and Recreation Plan.**

7. Ms. Galle-Teske motioned and Mr. Winter seconded to adjourn at 5:19 p.m. Motion carried.

Submitted by Tracy Karnitz