

**Meeting Minutes**  
**Village of Spring Green Plan Commission**  
**Wednesday, August 21, 2024**  
**Held at Spring Green Village Office**  
**154 N. Lexington Street**  
**Immediately following the Hearing at 7:00 p.m.**  
**Meeting held in-person and virtually via Zoom & Teleconference**

1. Prem called meeting to order at 7:03 p.m. as a Meeting of the Spring Green Plan Commission.  
Members present: In-Person – Greg Prem, Robin Reid, Kevin Zimmer, Brad Hutnik, Michael Broh, and David Saperstein.  
Members absent: Ed Lilla.  
Others present: In-Person – Wendy Crary, Joan Zahalka, Dennis Olson, Bruce Culver, and Shawn Kuhse.
2. Crary appointed minute taker.
3. Motion by Saperstein, second by Reid, to approve the meeting agenda. Motion passed with all in attendance in favor.
4. Approve minutes from the July 17, 2024 Spring Green Plan Commission and Downtown Design Committee Meeting. Motion by Broh, second by Zimmer, to approve minutes from the July 17, 2024 Spring Green Plan Commission and Downtown Design Committee Meeting. Motion passed with all in attendance in favor.
5. Preliminary consultation with Dennis Olson regarding request to add “charitable or non-profit institutions” as a permitted or conditional use in the B-4 Village Wholesale and Service District. Olson informed all in attendance that Saint Vincent de Paul Society is looking at the possibility of building an outreach center in the area and that he is the Building Committee Chair. Zahalka explained that their organization has been serving the River Valley area for five years. The organization is funded by donations which assists families with various items including rent assistance, furniture, vehicle repairs, and utility bills. Saint Vincent de Paul has a generous benefactor willing to provide funding for a new building in the area. Olson explained the proposal for an outreach location with a small thrift store component. Olson discovered that the property identified for building a new facility allows for warehousing but not retail. Prem stated, “I’m in favor of the approach to add charitable or non-profit institutions to the B-4 District”. Olson inquired about the difference between permitted versus conditional uses. Those in attendance discussed the difference between a permitted use and a conditional use with Olson, Zahalka, and Culver. Prem explained the ordinance amendment process along with the application process for a conditional use. The consensus of the Plan Commission is to place amending the ordinance to add “charitable or non-profit institutions” to the B-4 Village Wholesale and Service District on the September meeting agenda. No action necessary regarding this item.
6. Preliminary consultation with Shawn Kuhse regarding proposed efficiency apartment for parcel #182-0119-2 located at 120 N. Washington Street, Village of Spring Green. Kuhse explained that he has had no interest in renting the building at 120 N. Washington Street for business and he would like to convert the structure to an efficiency apartment. Those in attendance discussed rezoning the property back to residential. The consensus of the Plan Commission is that Kuhse should submit an application to rezone the property to the R-1 Residential District. No action necessary regarding this item.
7. Discussion and possible action on the consideration of amendment to Section 2.07 All Principal Structures to include the R-3 District. Proposed amendment can be viewed in its entirety at the Village Office. Motion by Broh, second by Saperstein to recommend approval of amendment to Section 2.07 All Principal Structures to include the R-3 District. Motion passed with all in attendance in favor.
8. Discussion and possible action regarding review of Village Smart Growth Plan. Prem informed those in attendance that Crary has allocated funds in the 2025 Budget to be used for a consultant to assist with the review of the Smart Growth Plan. No action necessary regarding this item.
9. General Public Comment: There was no general public comment at this time.
10. Adjourn. Motion by Reid, second by Saperstein, to adjourn at 7:48 p.m. Motion passed with all in attendance in favor.