

Village of Germantown Hills

Planning Commission Meeting Minutes

November 10, 2025, 6:00 p.m.

1. **Call to Order/Roll Call**-Jim Willerton called the meeting to order at 6:00 pm and roll call was taken.

| Commissioner | Roll Call | 1 | 2 | 3 | 4 | 5 | 6 |
|-----------------------|-----------|---|---|---|---|---|---|
| Jim Willerton - Chair | Present | Y | Y | Y | Y | | |
| John Taylor | Absent | - | - | - | - | | |
| Steve Rudolph | Absent | - | - | - | - | | |
| Kyle Perry | Present | Y | Y | Y | Y | | |
| Paige Patel | Present | Y | Y | Y | Y | | |
| Alan Getz | Absent | - | - | - | - | | |
| Jason Heinekamp | Present | Y | Y | Y | Y | | |

Also Present:

Abbey Buehler, CMT Engineer

2. **Planning Commission Minutes Approval**

a. **October 20, 2025**

A motion was made by Jim Willerton to approve October 20, 2025, regular meeting minutes. The motion was seconded by Jason Heinekamp. Motion passed #1.

3. **Public Comments**

There was no public in attendance.

4. **Discussion and Recommendation to the Village Board on the Approval of the Abbreviated Procedure of the Village Code Regarding the Legacy Acres Plat**

Matt Fehl, Survey Crew Chief for Mohr & Kerr Engineering and Land Surveying, was in attendance to request approval of the abbreviated procedure regarding the Legacy Acres Plat. They are dividing a parcel into two lots with an existing house on one of the lots.

Abbey Buehler, CMT Engineer, was in attendance and noted the plat has been reviewed and would need to go through the full preliminary and final plat procedures or under the abbreviated procedure for small subdivisions if approval is recommended by the Planning Commission.

A motion was made by Kyle Perry to recommend to the Village Board the Approval of the Abbreviated Procedure of the Village Code Regarding the Legacy Acres Plat. The motion was seconded by Jason Heinekamp. Motion passed #2.

The recommendation will go to the Village Board for consideration at their next meeting on November 13th at 6:00 p.m.

5. Discussion and Recommendation to the Village Board on the Approval of a Modification of the Thatcher Boundary Map

Dennis Perry, land surveyor, was in attendance to discuss the Thatcher Boundary Map. Dennis explained that a son lives on one of the lots and the mom lives on the other. These lots were platted back in 1974 with a 20' frontage, and they are trying to sell the mom's house. There's not enough room to have the 30' required frontage for each lot so they are asking for an exemption.

Dennis noted they would vacate the two strips noted on the plat and create a new boundary. The proposed new lot lines will create a flag lot. They would also be asking for an exemption to allow the flag lot.

Abbey Buehler stated the plat has been reviewed and noted the reason they can't meet the 30' frontage is that they only have 50' frontage for the two lots. CMT has recommended an exemption from the Village to allow this type of lot.

A motion was made by Jim Willerton to Recommend to the Village Board the Approval of the lot frontage and flag lot Modification of the Thatcher Boundary Map. The motion was seconded by Paige Patel. Motion passed #3.

The recommendation will go to the Village Board for consideration at their next meeting on November 13th at 6:00 p.m.

6. Discussion on Zoning Code Revisions with a Recommendation to the Zoning Board of Appeals

At the last meeting several zoning code revisions were discussed. The Planning Commission discussed proposed language to modify the code for front yard fences along arterial and collector streets and corner lots with some limitations and sight visibility requirements.

The Planning Commission discussed the building permit fees. They agreed to recommend a \$25.00 building permit fee for decks, sheds, pools and fences in order to be consistent. They proposed leaving the building permit fees the same for now. At some time in the future if building inspections were added then those fees would be included in the building permit fees.

The Planning Commission discussed the off-street commercial parking requirement and agreed to table the issue until the rest of the members could be in attendance.

The Planning Commission agreed to recommend the 25' front yard setback for Jerryville and Oak Grove Park Subdivisions as previously discussed.

The proposed language will be drafted into proper form for consideration at the next meeting.

7. Adjournment-A motion was made by Jason Heinekamp to adjourn the meeting at 6:37 p.m. The motion was seconded by Kyle Perry. Motion passed #4.

Ann Doubet
Village Clerk