



**CITY OF CEDARBURG  
Plan Commission  
May 4, 2026  
Minutes**

1. **CALL TO ORDER**

The meeting was called to order by Vice Chair Arnett at 7:00 P.M.

2. **ROLL CALL**

Present - Council Member James Fitzpatrick, Vice Chairman Jack Arnett, Sig Strautmanis, Sherry Bublitz, Jon Scholz, and James Hayes.

Excused — Mayor Patricia Thome

Also present — City Planner Mary Censky, City Administrator Mikko Hilvo, and Deputy Clerk Theresa Hanaman.

3. **STATEMENT OF PUBLIC NOTICE**

Deputy Clerk Hanaman confirmed that the agenda for the meeting had been posted and distributed in compliance with the Wisconsin Open Meetings Law.

4. **APPROVAL OF MINUTES**

- A. *Discussion and possible action on approval of March 2, 2026, Plan Commission Meeting Minutes.*

Council Member Scholz moved to approve the minutes from March 2, 2026, seconded by Commissioner Bublitz. The motion passed unanimously.

5. **COMMENTS AND SUGGESTIONS FROM CITIZENS**

None

6. **REGULAR BUSINESS; AND ACTION THEREON**

- A. Review, discussion, and possible approval of a technical amendment to the site grading plan as previously approved for the cell tower located at W65 N1170 Forward Way. This site is zoned M-3 Business Park.*

Planner Censky reported that the Tower Company original survey had some errors which led them to design a grading plan with a retaining wall on the east side, where it should actually be graded off to the east and the City Engineer has looked at the revised plan and approves.

Commissioner Bublitz made a motion, seconded by Commissioner Hayes, to approve the site grading plan amendment for the cell tower located at W65N1170 Forward Way, subject to the following conditions as recommended by the Planner:

- 1) City Engineer review and approval of the detailed final design and extent of the new grading plan prior to start of work;
- 2) Tower company must provide a signed copy of written consent from the property owner to the east (i.e., Chris Stankovich Trust et al), prior to final approval of plans and start of work on the revised grading. The motion passed unanimously.

- B. Review, discussion, and possible action/recommendation to the Common Council on the request of applicant/property owner The Glen at Quarry Park LLC (in c/o John Wahlen) for Final Plat approval of the Quarry Park Subdivision, a 24-lot single-family residential neighborhood planned for development on 11.5-acres of land located directly east of Stone Lake Condominiums and north of Fairfield Manor Subdivision.*

This plat is consistent with the previously approved preliminary plat. Planner Censky confirmed that each home in the Quarry Park subdivision will undergo individual plan review by SARB prior to issuance of building permits to ensure compliance with the City's updated residential design standards.

Council Member Fitzpatrick made a motion, seconded by Commissioner Strautmanis, to recommend to the Common Council for the Final Plat approval of the Quarry Park Subdivision located directly east of Stone Lake Condominiums and north of Fairfield Manor Subdivision, and to include the following conditions as recommended by the Planner:

- 1) Final approval by the City Engineer/Director of Public Works, and Cedarburg Light and Water, as to easements provided on the plat as presented;
- 2) Applicant to satisfy the review comments/objections of any/all objecting agencies given purview over this plat;
- 3) Applicant to correct the following clerical issues on the face of the plat:
  - a. Sheet 1 – General Notes – Final Bullet, change “The Glen at Quarry Park” to “Quarry Park”.
  - b. Sheet 2 – Certificate of Treasurer, change “Maureen Hartjes, Deputy Treasurer” to “Maureen Hartjes, Treasurer”.
- 4) Applicant to enter into a stormwater management/maintenance agreement with the City.
- 5) Recording of the Final Plat, Declaration of Restrictions and Covenants, and

Stormwater Management/Maintenance Agreement concurrently, only upon/following completion (and certification by the City Engineer/Director of Public Works) of the required improvements (ref recorded Development Agreement).  
The motion passed unanimously.

- C. *Review, discussion, and possible action/recommendation to the Common Council on the request of applicant/property owner Stone Lake Development, Inc. (in c/o Craig Caliendo) for approval of the Final Condominium Plat & Declaration for Phase II of the Stone Lake Condominium, a 19 building/38 unit expansion of the existing Stone Lake Condominium (1st phase) development located at Stone Lake Circle. This property is zoned Rd-1 (PUD) Two-Family Residential District with Planned Unit Development Overlay District.*

Commissioner Strautmanis discussed the limitations on the number of front-facing garage doors, and Commissioner Hayes suggested the applicant implement a landscaping plan to address screening concerns between Stone Lake Condominiums and the Business Park since they have removed all of the volunteer tree and scrub growth that was there and had offered some screening.

Council Member Fitzpatrick made a motion, seconded by Commissioner Bublitz, to recommend approval to the Common Council on the request for Final Condominium Plat & Declaration for Phase II of the Stone Lake Condominium and to include the following conditions as recommended by the Planner:

- 1) Applicant must enter into a development agreement and stormwater management/maintenance agreement with the City for the construction/installation of all required improvements.
- 2) Final review and approval by the City Engineer as to any sewer, water, drainage, access, or utility plans and/or easements as may be required, prior to recording the Condominium Plat.
- 3) The applicant is strongly encouraged to develop a replacement planting buffer using large trees to address screening concerns between Stone Lake Condominiums and the Business Park since Stone Lake developers chose to remove all of the volunteer tree and scrub growth that was there previously which had offered some screening.

The motion passed unanimously.

- D. *Review, discussion, and possible action/recommendation to the Common Council on the request of Coach House Homes LLC (in c/o Kate Schley) for approval of a 7-lot single-family residential Preliminary Subdivision Plat with Planned Unit Development Rezoning. Eden Preserve Subdivision is proposed to be located on ~1.8 acres of land located at W59 N367 Hilbert Avenue and directly west/northwest thereof. This property, owned by Wendell Lee LLC in c/o Paula Motte, is currently zoned Rs-5 Single Family Residential.*

The commission discussed concerns about private streets, hoping the developer makes it clear to future owners that they can't come back and ask for it to become a public

street. They also strongly encouraged that SARB will require architectural compatibility for the new homes in the midst of this existing neighborhood. Commissioner Hayes emphasized the need for detailed, well designed and engineered stormwater management plans including proper rear yard tree placement that will not conflict with stormwater plans and to avoid drainage issues.

### Public Comment

Scott Soukup W59 N396 Hilbert Avenue — Wanted to confirm that the lot lines are no longer showing in the middle of the private road. Planner Censky confirmed they are not.

Doug Baade W59 N377 Hilbert Avenue — Thanked Commissioners Hayes and Bublitz for their comments about stormwater management.

Grant Witte W59 N364 Hilbert Avenue — Expressed concern about headlights creating a glare in his living room from the new road.

A motion was made by Commissioner Scholz, seconded by Council Member Fitzpatrick, to recommend to the Common Council for approval of the 7-lot single-family residential Eden Preserve Preliminary Subdivision Plat with Planned Unit Development Rezoning subject to the following conditions as recommended by the Planner:

1) Applicant to make technical plat additions/modifications/corrections prior to Common Council review/consideration of this Preliminary Plat as follows:

- a. Add Lot #'s.
- b. Add Lot Square Footages to verify above.
- c. Add vision clearance triangles (15' x 15') on both sides of private street intersection with Hilbert Avenue.
- d. The 10.47-foot-wide strip of land to be retained by the developer should be an Outlot.
- e. Eliminate "typical" references and provide all actual/absolute figures as to side/front/rear setbacks, all easements, width of pavement, width of curbing, and width of lots at the setback.
- f. The existing zoning note should read 'Rs-5 Single-Family Residential District' and the proposed zoning note should read 'Rs-5 Single-Family Residential District with PUD Planned Unit Development Overlay District'.
- g. The boundaries of Outlot 1 and Lot 1 are confusing as drawn. The entire private road isn't clearly depicted as being in an Outlot. This needs to be cleaned up.

2) Prior to Final Plat consideration/approval, applicant shall:

- a. Satisfy any/all comments/objections as may be/been received from the Wisconsin Department of Administration Plat Review.
- b. Design grading, drainage, erosion control, stormwater management, and sewer utility plans for review and approval by the City Engineer.
- c. Design the detailed private street specifications, from back-of-curb to back-of-curb, for review and approval by the City Engineer and Fire Department.
- d. Design electric and water utility plans for review and approval by the Cedarburg Light & Water Utility.

e. Grant back to the City and Cedarburg Light & Water Utility, all required easements for long-term access, care, and maintenance over all public facilities.

f. Grant a public access easement over the street, terrace, sidewalk, and all of Outlot 1

g. Enter into a Development Agreement and a Stormwater Management/Maintenance Agreement with the City.

3) As a condition of the PUD rezoning, each new structure proposed to be constructed in this development shall be subject to review and approval by the Site and Architectural Review Board prior to issuance of a building permit. Such review and approval shall be made in keeping with the standards and procedures set forth in Article F of the City Code as for 'Infill lots'.

4) As a condition of the PUD rezoning, compulsory landscaping shall be required in the rear yard setback area of each lot including not less than 1 deciduous tree (at least 2" caliper at chest height at planting) installed at spacing of not more than 40 feet center-to-center throughout the backyards of all lots in the plat. These trees shall be placed as not to interfere with the drainage/stormwater management system. The species of tree shall be proposed by the developer in consultation with an arborist, and approved by City staff.

5) As a condition of the PUD rezoning, compulsory landscaping shall be required in the front lawn/landscaping terrace area located between the back of curb and the sidewalk shall contain grass plus no less than 1 deciduous tree (at least 2" caliper at chest height at planting) installed at a spacing of not more than 40 feet center-to-center throughout the terrace area on both sides of the street throughout the plat. The species of tree shall be proposed by the developer in consultation with an arborist, and approved by City staff.

6) As a condition of the PUD rezoning, compulsory landscaping for Outlot 1 and the center of the cul de sac bulb shall be designed by the applicant in consultation with a landscape architect and/or arborist and submitted to the City staff for approval.

The motion passed unanimously.

*E. Review discussion, and possible action/recommendation to the Common Council for updates to "Chapter 1 – Issues and Opportunities" as currently set forth in the City of Cedarburg Smart Growth Comprehensive Land Use Plan-2025.*

Planner Censky highlighted updates to census data and population projections, considering growth rates of 1% and 1.3% for future planning. She also discussed tools for managing development pace, such as annexation, pre-annexation agreements, infrastructure concurrency, and development agreements.

The commission was satisfied with the Chapter 1 updates. They request revision dates be included on future Chapter updates.

Commissioner Bublitz made a motion, seconded by Commissioner Hayes, to recommend approval to the Common Council for updates to "Chapter 1 – Issues and Opportunities" as presented. The motion passed unanimously.

7. **COMMENTS AND ANNOUNCEMENTS BY PLAN COMMISSIONERS**

Best wishes were extended to the Mayor as she recovers from recent knee surgery.

8. **MAYOR'S ANNOUNCEMENTS**

None

9. **ADJOURNMENT**

Vice Chair Jack Arnett made a motion, seconded by Commissioner Bublitz to adjourn the meeting at 8:14 PM. The motion passed unanimously.

Theresa Hanaman  
Deputy Clerk