

VILLAGE OF ELLSWORTH PLANNING COMMISSION

Minutes of meeting held August 14, 2025, at 6:30 p.m.

Members Present: Al Drenth, Larry Essenberg, Jerry Klooster, Lynn Aldrich Spearing

Absent – Mary Neer

Guest – Ruben Shell (Beckett & Raeder)

Meeting called to order at 6:30 pm by Larry Essenberg.

Reviewed Minutes of June 12, 2025, meeting, MMS to approve the minutes, approved 4-0.

Old Business –

Reviewed Proposed Master Plan with Ruben Shell.

Reviewed Master Plan Adoption Plan and the timeline, MMS to Recommend transmittal to the Village Council to authorize public distribution, approved 4-0.

For next meeting we will plan to review the final draft of the Master Plan.

Ruben gave us an update of the remaining steps for the Redevelopment Ready Communities (RRC) Essentials certification.

- Update 2017 Master Plan and post it to the Village website once adopted.
 - Final compiled draft currently under review. Adoption anticipated January 2026.
- Upload DDA and Village Council orientation materials to the Village website.
 - Orientation materials are now online, but internal versions must be verified to include updated training resources and ZBA/PC content.
- Update CIP (2024-2030) and post it to the Village website.
 - Confirm if any updates are expected in 2025 or 2026 and the Township's fiscal year schedule.
- Fee Schedule: The community maintains a fee schedule.
 - Recheck site layout and ensure 2025 schedule is posted in a clearly visible location under appropriate heading.
- Add timelines for each step on the internal development review process.
 - Final version now includes timelines, looked good to us, ok to move forward.

New Business – No new business.

The meeting adjourned at 7:01 pm.

Submitted by:



Jerry Klooster

Next Meeting will be October 9, 2025, at 6:30 p.m. at the Town Hall.