

July 15, 2025 (Plan Commission Meeting)

**PLAN COMMISSION MEETING  
TUESDAY, JULY 15, 2025  
5:30 PM, ALLOUEZ VILLAGE HALL**

CALL TO ORDER/ROLL CALL

Lefebvre called the meeting to order at 5:30 p.m.

Present: VanRemortel, Brunmeier, Cody, Ostrenga-Ruffell, Marsch, Lefebvre, Robillard  
Excused: Capichano-Simmons  
Also Present: Fuller, March

ELECTION OF CHAIR

**Marsch / Van Remortel moved to appoint Michael Lefebvre as Chair of the Plan Commission. Motion carried.**

ELECTION OF VICE CHAIR

**Cody / Ostrenga-Ruffell moved to appoint Kassie Van Remortel as Vice Chair of the Plan Commission. Motion carried.**

MODIFY/ADOPT AGENDA

**Marsch / Van Remortel moved to adopt the agenda as presented. Motion carried.**

MODIFY / ADOPT MINUTES

- A. Minutes dated March 18, 2025
- B. Minutes dated April 15, 2025

**Marsch / Cody moved to approve the minutes dated March 18, 2025, and April 15, 2025, as presented and place on file. Motion carried.**

ANNOUNCEMENTS

T. Fuller

- Announced that the Governor vetoed the closing date of the Green Bay Correctional Institution of 2029. Jim March stated that Jim Rafter, the Village President, will be providing an update on the GBCI closure during the Village Board Meeting later this evening.
- Recently created a Community Development Authority (CDA) Committee. Members will be appointed this evening during the Village Board Meeting. There may be some overlap between the CDA and the Plan Commission from time to time.
- New Plan Commission member, John Brunmeier.
  - Has resided in the Village of Allouez since 2011.
  - Background in construction of which he has been involved for 23 years.
  - Wanted to be more involved with his community.

PUBLIC APPEARANCES

- None

ACTION RE: UNIVERSITY OF WISCONSIN-MADISON COMMUNITY DESIGN AND PLANNING SERVICES 2025-2026 CAPSTONE PROJECT APPLICATION PROPOSALS

Staff provided the following information.

- The Village of Allouez had the opportunity to submit a project proposal to the University of Wisconsin-Madison Bachelor of Landscape Architecture (BLA) Capstone Program for the 2025-2026 academic year.
- Staff identified two potential projects for consideration:
  - **Fox River Trail Corridor Plan**  
A planning and design vision for the Fox River Trail corridor within the village boundaries, including redevelopment possibilities, connectivity, access improvements, way finding, placemaking enhancements, and Riverside Drive crossing locations.
  - **Webster Avenue Streetscape Proposal**  
A conceptual streetscape design for Webster Avenue that addresses the existing and potential built environment, pedestrian and bicycle safety, aesthetic improvements, green infrastructure, and a cohesive visual identity for one of the key corridors in the village.
- Both projects support village planning objectives and long-term goals. The BLA Capstone Program can only accept one project from the Village this year. The deadline to apply is July 25, 2025.

Discussion:

- Interest in getting an opinion from outside of the community.
- Concern about budget and timeline.
- Looking for ideas without a budget to provide different options.

**Ostrenga-Ruffel / Marsch moved to submit the Webster Avenue Streetscape Proposal. Motion carried.**

DISCUSSION RE: CONTINUING EDUCATION TOPICS FOR PLANNING

- It was discussed last year to do on-going education. On months when there is not a meeting or when the agenda is small, videos and/or articles to share with the commission will be provided.
- The video provided prior to this meeting showed that there are other municipalities facing the same challenges and tribulations.

DISCUSSION RE: UPDATE ON PREVIOUSLY APPROVED PROJECTS

- Parking lot for Riverside Animal Hospital is completed.

NEXT MEETING DATE AND AGENDA ITEMS

Next meeting date: Tuesday, August 19, 2025, 5:30 p.m.

ADJOURNMENT

**Van Remortel / Cody moved to adjourn at 6:24 p.m. Motion carried.**

Minutes submitted by Kim Siudzinski, Deputy Clerk.