

Village of Fall Creek
Minutes of Plan Commission Meeting
December 16, 2025

1. **Call to Order:** 5:04 p.m., Village Hall Meeting Room, 122 E. Lincoln Ave., Fall Creek
2. **Roll Call:** Members Present: Chairperson Tim Raap, Bill Boettcher, John Mason, Evan Nyberg, Curt Strasburg, Curt VanAuken. Members Absent: Sheena Kaatz. Staff Present: Village Administrator Jared McKee, Clerk-Treasurer Renee Roemhild, Deputy Clerk Kayleen Rossman. Also Present: Village Board Trustee Staci Moldenhauer, 1 citizen.
3. **Pledge of Allegiance**
4. **Certify Open Meeting Law Requirements Have Been Met:** A notice of the meeting and the agenda were posted at the three public places and local newspapers were notified.
5. **Adopt Agenda:**
 - MOTION (Nyberg/Strasburg) to adopt the agenda as printed. PASSED, without negative vote.
6. **Recognition of Visitors/Citizen Input/Correspondence:** None.
7. **Sign Permit Application in Downtown Business District:** Chairperson Tim Raap introduced the sign permit application of Megan Harder for 102 W Lincoln Ave, Suite C. Village Architect Bill Boettcher stated the application generally complies with Village Code and the Downtown Business District Guidelines, but does need to meet the height requirement of being placed 10 feet above the sidewalk.
 - MOTION (Strasburg/Nyberg) recommending the Village Board approve the sign permit application for Tilly's Coffee Shoppe at 102 W Lincoln Ave, Suite C, contingent upon meeting the height placement requirement. PASSED, without negative vote.
8. **Parking-Downtown Business District:** Raap reported parking has become somewhat congested in the Downtown Business District. It seems some tenants of downtown rental units have been parking on streets during business hours. Raap stated Village Code requires off-street parking be provided for apartments or dwellings. He felt this may be a good time to consider expanding the areas that we limit parking to two hours in order to maintain parking for business-related activities. Administrator Jared McKee presented a draft ordinance amendment that would limit parking on Highway 12 from Liberty Street to Wisconsin Street and on State Street from Grant Ave to McKinley Ave to two hours during designated times. As the next agenda item was related, discussion moved to that. A motion was made regarding this agenda item at that time.
9. **Parking-Winter Snow Hours:** McKee requested an hour be added to the no parking limit related to winter snow removal.
 - MOTION (Boettcher/Nyberg) to recommend to the Village Board to:
 - a) expand the areas of two-hour parking as described in the above agenda item for the designated times of Monday through Friday from 7AM to 7PM and to
 - b) increase the restriction of no parking on Village streets by one hour when there is any accumulation of snow. Village Code §10.2.4.D(1) shall read "... between the hours of midnight and 7 AM." PASSED, without negative vote.
10. **Public Art:** Raap reported we previously received a request to allow painting a mural on a garage door in the downtown business district. At the time, the request was denied as the size did not comply with the sign regulations and there was no framework to consider it art. McKee stated if the Commission would like to allow art, guidelines should be determined as to what would be allowed because an applicant could feel that art falls within their first amendment right to express themselves. Members discussed that allowing something in the downtown business district would set a precedent for other areas of the Village. Boettcher

stated the current guidelines for the downtown business district requires façade to be period-specific, and murals or messages on buildings would not fit the period. Raap stated it seemed the consensus was not to allow art in the downtown business district. No action was taken.

- 11. Neglected Building Maintenance in Downtown Business District:** Raap stated there have been good things happening in the downtown business district. We have guidelines to specify what we want for building façade and signs, but we do not address neglect or specify required maintenance as many historic districts do. Consensus was that the matter should be researched and brought back to the commission.
- 12. Infill in Downtown Business District:** Raap brought forward concerns that arose in the past with losing buildings in the downtown business district to rental housing. At that time, an ordinance was put in place to limit rental housing to the upper floor of buildings, leaving the main level open for businesses. He said of similar concern would be properties torn down to make a parking lot. McKee presented a draft ordinance that would allow parking lots only as an accessory to a principal structure and require it to be a conditional use, which would require application be made to the Plan Commission and the Village Board allowing them to review each request on a case-by-case basis. Consensus was that the ordinance amendment made sense, but some members wanted time to review it. The matter will be brought back to the commission at a later date.
- 13. Adjourn:** at 6:22 p.m.

Renee Roemhild, Clerk/Treasurer