

**City of Franklin
Plan Commission Meeting
September 18, 2025
Minutes**

Approved
October 9, 2025

A. Call to Order and Roll Call

Mayor John Nelson called the September 18, 2025 Plan Commission meeting to order at 6:00 p.m. in the Council Chambers at Franklin City Hall, 9229 West Loomis Road, Franklin, Wisconsin.

Present were Mayor John Nelson, Alderman Nabil Salous, Alderwoman Courtney Day and Commissioner Michael Shawgo. Excused were Commissioners Rebecca Specht, Kevin Haley and Patrick Leon. Also present were City Attorney Jesse Wesolowski, Planning Manager Régulo Martínez-Montilva and Assistant Planner Rose Melton.

B. Approval of Minutes – Regular Meeting of September 4, 2025.

Alderman Salous moved and Commissioner Shawgo seconded a motion to approve meeting minutes. On voice vote, all voted ‘aye’; motion carried (4-0-3).

C. Public Hearing Business Matters

- 1. Department of City Development, UDO Text Amendment.** An Ordinance to amend the Unified Development Ordinance (UDO) text at Art. 2 Establishment of Districts, Art. 3 District Specific Standards, Art. 4 Use-Specific Standards, Art. 5 General Development Standards, Art. 6 Sign Standards, Art. 7 Natural Resource Protection Standards, Art. 8 Subdivision Standards and Art. 9 Administrative Standards and Procedures; to correct typos and omissions, as well as to address questions raised during the first months of implementation of this new UDO, including, but not limited to: set maximum dwelling units for mixed-use developments, setback exceptions for decks, exceptions from sign permit requirements; add surface water setback, timeline for submitting temporary use permit applications, permitting process for home-based businesses, slab requirements for accessory structures; update to table of permitted uses, parking ratio for healthcare facilities, and standards for accessory structures over 1,200 square feet.

Planning Manager Martínez presented the Unified Development Ordinance (UDO) Text Amendment.

The Official Notice of Public Hearing was read in to the record by Planning Manager Martínez and the Public Hearing opened at 6:10 pm and closed at 6:10 pm.

Alderwoman Day moved and Alderman Salous seconded a motion to recommend approval of an Ordinance to amend the Unified Development Ordinance text at Art. 2 Establishment of Districts, Art. 3 District Specific Standards, Art. 4 Use-Specific Standards, Art. 5 General Development Standards, Art. 6 Sign Standards, Art. 7 Natural Resource Protection Standards, Art. 8 Subdivision Standards and Art. 9 Administrative Standards and Procedures. On voice vote, all vote ‘ayes’; motion carried (4-0-3).

- D. Citizen comment period.** Citizens may comment upon the Business Matter items set forth on this meeting agenda.

The citizen comment period opened at 6:14 p.m. and closed at 6:14 p.m.

E. Business Matters

- 1. Franklin Youth Football Food Truck Events, Temporary Use.** Request for approval of a Temporary Use Permit for a food truck operation on multiple dates upon property located at 8222 S 51st Street.

Aldерwoman Day moved and Commissioner Shawgo seconded a motion to approve a Resolution imposing conditions and restrictions for the approval of a Temporary Use for multiple food truck events in the parking lot of Franklin High School located at 8222 S 51st Street (Franklin Youth Football, applicant). On voice vote, all voted 'aye'; motion carried (4-0-3).

- 2. Ben Franklin Elementary Food Truck Event, Temporary Use.** Request for retroactive approval of a Temporary Use Permit for a Food Truck operation on August 27th, 2025, upon property located at 7620 S 83rd Street.

Aldерwoman Day moved and Commissioner Shawgo seconded a motion to approve a Resolution imposing conditions and restrictions for the approval of a Temporary Use for a food truck event in the parking lot of Ben Franklin Elementary School located at 7620 S 83rd Street. On voice vote, all voted 'aye'; motion carried (4-0-3).

F. Adjournment

Commissioner Shawgo moved and Aldерwoman Day seconded to adjourn the meeting at 6:18 pm. On voice vote, all voted 'aye'; motion carried (4-0-3).